

PROFESSIONAL EXPERIENCE:

Ms. Stites' background includes serving as an Operations Management Executive building and optimizing organizational processes, measurement systems and infrastructure to maximize day-to-day operating results. An accomplished and dedicated leader, she has over 18 years of experience in logistics and operations management within various service operations industries.

EDUCATION, TRAINING, AND CERTIFICATIONS:

- BBA—Western Michigan University
- OSHA HAZWOPER Site Worker Training
- OSHA HAZWOPER 8-Hour Refresher
- OSHA HAZWOPER 8-Hour Supervisor
- OSHA HAZCOM & GHS
- CPR / First Aid Training
- Blood Borne Pathogen Training
- Supervisor Reasonable Suspicion Training – Substance Abuse
- Supervisor Reasonable Suspicion Training – Alcohol Abuse

PAST EXPERIENCE:

WALSH SERVICE SOLUTIONS, LLC |
KALAMAZOO, MI

2017 - PRESENT

RYSA PARTERS, LLC | WYANDOTTE, MI

2017 - PRESENT

PARTNER. Company focuses on the purchase, ownership, management, rental and/or sale of real estate, primarily within the metropolitan Detroit area.

CLEANING CONTRACTORS INC. | TAYLOR, MI **2019 - PRESENT**

COMPLIANCE MANAGER. Monitors the commercial fleet operation to ensure compliance with regulations and company policies. Oversees all areas of DOT compliance including onboarding, registration, reporting and permitting as it relates to the fleet and to individual drivers. The manager serves as subject matter expert on Federal and State laws related to commercial motor carrier laws/regulations.

TAPLIN HOLDINGS, LLC | KALAMAZOO, MI **2016 - 2017**

VICE PRESIDENT OF OPERATIONS AND PLANNING. Collaborated extensively with senior leaders of multiple departments to conduct high-level root-cause analysis, coordinated resources, and facilitated strategic operational planning. Provided comprehensive guidance and leadership to VP team to ensure proper departmental growth and fulfillment of deliverables. Maintained complete oversight on all operational departments including maintenance, regulatory, transportation, warehouse, and planning. Liaised with fleet managers, licensing specialists, warehouse directors, forecasting specialists and other diverse personnel to coordinate large-scale goals. Assessed and monitored company policies, SOP's, and best practices to identify opportunities for enhancing internal process. Oversaw and implemented operational structures and programs to support business directives.

TERRA CONTRACTING SERVICES, LLC |
KALAMAZOO, MI

2009 - 2016

RESPONSIBILITIES

- Responsible for driving a safety culture
- Senior-level management
- Direct oversight of auditing, reporting, inspections, administering policies and procedures, and implementing training programs in compliance with local, state, and federal rules and regulations
- Responsible to ensure compliance with all regulations and record keeping concerning driver hours of service, vehicle maintenance, driver fitness, etc.
- Maintains files and records
- Maintains close communication and coordination with regulatory agencies
- Subject matter expert on Federal and State laws related to commercial motor carrier laws/regulations
- Develops and implement operational procedures
- Commits and allocates resources
- Ability to create SOP's, policies

OPERATIONS MANAGER. Oversaw daily management of operations, field personnel and assets. Coordinated labor scheduling and logistics. Ensured consistent staffing, emphasized operational uptime, efficiency, and productivity. Conducted extensive assessment and review of project parameters to ensure accuracy of budget estimates, maintaining comprehensive oversight on timelines, deliverables, and other metrics.

THE OUTBOUND GROUP, LLC | ROMULUS, MI **2006 - 2009**

DISPATCHER. Monitored drivers working hours and equipment availability. Served as a reliable point of contact to balance drivers' health and safety with customer requirements. Coordinated and managed the most efficient loads to remain cost-effective as a company, combining shipments based on their routes and timeline to minimize how many trucks and drivers are out.

DAVIS CARTAGE COMPANY, LLC | CORUNNA, MI **2005 - 2006**

DISPATCHER. Kept tabs on the weather at all drivers' locations to be able to flag potential issues, typically with the aid of numerous computer programs. Monitored drivers working hours and equipment availability. Kept tabs on the weather at all drivers' locations to be able to flag potential issues, typically with the aid of numerous computer programs. Served as a reliable point of contact to balance drivers' health and safety with customer requirements. Coordinated and managed the most efficient loads to remain cost-effective as a company.

ULTRA TRANSPORT | Corunna, MI **2002 - 2004**

OFFICE MANAGER/DISPATCHER. Kept tabs on the weather at all drivers' locations to be able to flag potential issues, typically with the aid of numerous computer programs. Monitored drivers working hours and equipment availability. Determine the best delivery methods and negotiate rates directly with vendors and customers and get the necessary documents and permits that drivers will need when shipping materials.