

Keith Cote

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Pelham, NH
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SUMMARY OF SKILLS AND ACCOMPLISHMENTS

Resourceful innovator and leader with well-developed project management, program implementation and training abilities. Highly effective manager with the flexibility and integrity to solve problems and create successful new programs. Recognized as a quick learner and excellent trainer, particularly with new technologies. Conscientious self-starter with the motivation to carry large projects through from inception to completion.

- ✓ Effectively executed Director level responsibility for all IT functions and personnel
- ✓ Able to manage multi-site teams most recently responsible for 3 domestic and 3 international sites
- ✓ Proven leader in technical, training, personnel and administrative tasks and projects
- ✓ Managed 6 successful ERP system (Oracle) implementations, on time & in budget
- ✓ Displays integrity, excellence and initiative in all efforts, large and small
- ✓ Supply chain background including management level responsibility and CPIM certification
- ✓ Bronze Star recipient for service in Afghanistan, US Army

SPECIALIZED TRAINING & COMPUTER SKILLS

- Qualified in Functional Area 30 – Information Operations for Senior Officers, US Army
- Oracle University; SQL, Inventory, Discoverer Administration, Discoverer End User, Oracle Inventory & Oracle Database Administration
- Certified as an instructor through the Total Army Instructor Training Course (TAITC), US Army
- Certified Network Administrator / Systems Administrator, US Army
- Certified in Production & Inventory Management (CPIM) by APICS (not current)
- Communications Security (COMSEC), US Army

PERSONAL

Education: Bachelor of Science, Business Administration, Roger Williams University
(Planned 2010 graduation) Masters of Science in Information Assurance, Norwich University

Military: Lieutenant Colonel, Signal Corps / Information Operations
Executive Officer, 3-124th Information Operations Battalion, Vermont Army National Guard

Affiliations: Past President, Providence Chapter of APICS

Seminars: Speaker at New England Oracle Apps Users Group

WORK HISTORY

Beckman Coulter Genomics (formerly Agencourt Bioscience)

Sept. 2007 – Current

Beverly, MA

Director, Information Technology

Beckman Coulter Genomics is a leading provider of genomic services and nucleic acid purification products (DNA sequencing related products and services) with sites in North Carolina, Texas, Massachusetts, France, Germany and the UK. Beckman Coulter, Inc. is a leading manufacturer of biomedical testing instrument systems, tests and supplies that simplify and automate laboratory processes.

- Full leadership and decision making responsibility for all IT functions, personnel and budget with sites in Massachusetts, North Carolina, Texas, France, Germany and the UK
- Lead the IT due diligence efforts and integration for the acquisition of Cogenics, Inc.
- Infrastructure highlights include: 60 servers, DMZ, multiple T3 / T1 services, 120 TBs of storage

- Applications highlights include: large Oracle technology footprint, custom laboratory information management system (LIMS), custom Bioinformatics applications, VMWare, Lotus, eRoom & more
- 18 IT staff members for infrastructure / desktop, Oracle, custom application & Bioinformatics support
- 4 million dollar budgetary responsibility
- Providing leadership and guidance for complex Oracle & LIMS system integrations, corporate integration & custom application projects resulting in high quality on-time and under budget IT solutions for 240 employees
- Ability to effectively communicate, negotiate and collaborate at all levels of our 11,000 employee / 3+ billion dollar parent company

CDM Inc.

Nov. 2004 – Sept. 2007

Cambridge, MA

Project Manager, Information Technology

CDM is an engineering, consulting and construction firm with 100+ offices worldwide and 3700+ employees. My role in the information technology department involved coordinating and leading the efforts of business analysts, developers and business team members to implement new technologies to benefit the firm. Lead the implementation of Oracle Applications at CDM's Federal division which handles large government contracts which went live in January 2007.

- Successfully lead a large project to replace the primary business systems in the most profitable division of the company
- Managed the efforts of developers, DBAs, business stake holders, training staff and business process owners to achieve the best technology solutions
- Coordinated and lead the efforts of 25 primary participants in the project, located in 4 primary locations with some business process owners and business stake holders located in CDMs 100+ offices globally
- Effectively coordinated the agenda, presentation materials and facilitated the discussions at the senior management level (CFO, COO, CIO) for the periodic executive sponsor meetings
- Oracle modules include GL, PA, AP, PO, FA, Projects and heavy use of Oracle Discoverer

Black Diamond Business Solutions

May 2002 – Nov. 2004

Salem, NH

Independent Contractor

(before and after US Army deployment)

Black Diamond Business Solutions provides total business system solutions focused around Oracle Applications. This was a start up company where I focused on helping to acquire client relationships, technology partners and personally served as a Business Intelligence and Discoverer consultant for several companies; **Hologic, Lista, Iron Mountain, OPUS International & Sterilite.**

- Implemented Human Resource Intelligence and the functionality of the Oracle Personal Home Page
- Set-up Discoverer dozens of times to support the full suite of Business Intelligence modules
- Formal Discoverer Administration and End User training
- Advanced query tuning for improved report performance
- Discoverer report enhancements
- Complex views using advanced SQL
- Leveraging Discoverer 4i for web deployment of report

US Army

Sept. 2003 - Aug. 2004

Afghanistan

Communications, Automation & Information Operations Officer

Activated from the Army National Guard to Active Duty

- Responsible for secure and non-secure garrison communications and technology equipment for a population of 300+ soldiers
- Responsible for tactical communications for a unit of 70+ soldiers

- Managed the information flow into and out of these facilities and to / from the unit personnel
- Maintained the unit website, personnel databases, video teleconference support, computer and telephone networks
- Mentored an Afghan Brigade Communications Officer in developing their Army communications and automation infrastructure.

The OASYS Group

Oct. 2000 – May. 2002

Andover, MA

Project Manager / Senior Consultant

The OASYS Group was an Oracle implementation and technology consulting firm.

- **Project Manager, Engineer Materials Solutions, Attleboro, MA** – 11i Oracle Applications reimplementation. Applications footprint included AR, AP, GL, FA, CST, INV, WIP, MRP, PO, BOM, OM, Advanced Pricing, Oracle Shop Floor Management (OSFM), Oracle Mobile Supply Chain, Oracle Discoverer & Oracle Business Intelligence Systems. In addition to project management my functional focus was Oracle Discoverer, Oracle Business Intelligence Systems & Oracle Mobile Supply Chain. Personally conducted training & workshops on reporting, Oracle System Administration (focusing on creating custom menus) and Oracle Discoverer. Go-live - July 2002.
- **Discoverer Functional Consultant, Iron Mountain, Boston, MA** – Participated in an upgrade from 11.0 to 11i to migrate the Discoverer End User layer with Noetix Views and all custom reports to the 11i environment. Required migration of Noetix Views, custom views, upgrade of the end user layer, upgrade of the Discoverer client, testing and modification of the custom reports. Iron Mountain has a multiple end user layer environment with one for financial applications and one for human resources. Conducted formal Discoverer End User (50 students) and Discoverer Administrator training. Implemented query statistics and optimized views to improve performance.
- **Project Manager, Cubist Pharmaceuticals, Lexington, MA** – 11i Oracle Applications implementation with a footprint including AP, GL, FA, PO, INV, OPM & Oracle Discoverer. Implementation included sites in Canada & the UK. Go-live – Sept 2001.
- **Project Manager, Kokusai Semiconductor, Billerica, MA** – 11i Oracle Applications implementation with a footprint including AR, AP, GL, FA, OM, INV, PO, MRP, WIP, BOM, Oracle Service, Oracle Contracts & Oracle Discoverer. Implementation involved multiple domestic sites and business units. Go-live was planned for May 2002 but a division of the company was sold and go-live was put on-hold during reorganization.
- **Senior Consultant, Marconi Communications, Pittsburgh, PA** – Gathered user requirements, developed technical specifications, testing and documentation for a custom interface to the Oracle Order Management & Oracle Service modules in an 11.0 Oracle Applications environment. The interface collected and automated component level serial number information collected in the shipping process into the Oracle Service install base.
- **Instructor, State of Massachusetts, Boston, MA** – The State of Massachusetts uses Oracle databases to store information on welfare recipients. Instructed Discoverer End User training and advised improvements in the Discoverer End User Layer.
- **Project Manager, SeaChange International, Maynard, MA** – 11.0 Oracle Applications implementation with a footprint including AP, AR, GL, PO, INV, MRP, WIP, BOM, CST, OE & Oracle Discoverer. Oracle Discoverer implementation included Noetix Views.
- **Senior Consultant, Texas Instruments, Attleboro, MA** – Prepared management overview / training documentation and conducted formal training for the Oracle Supplier Scheduling module.
- **Discoverer Functional Consultant:**

OPUS USA, Bellingham, MA	Agencourt Bioscience, Inc., Beverly, MA
Copyright Clearance Center, Medford, MA	Nantucket Nectars, Inc., Boston, MA
Andover Controls, Inc., Andover, MA	Riverdeep, Cambridge, MA
The Mentor Network, Boston, MA	Zoll Medical, Burlington, MA
Kadant Systems, Inc., Worcester, MA	Thule Car Rack Systems, Seymour, CT

Shoplink.com

Mar. 1999-Oct. 2000

Westwood, MA

Project Manager Procurement & Fulfillment Systems

Shoplink.com was an on-line supplier of groceries and other home products & services.

- Implemented Oracle Purchasing, Oracle Inventory & Oracle Financials in coordination with Oracle Consulting Services
- Designed and implemented technical interfaces to Oracle Applications, All Points Warehouse Management System and custom web applications.

Amtrol Incorporated

1998-1999

Warwick, RI

Materials Manager / Oracle Consultant

Amtrol Inc. is an international manufacturer & distributor of expansion tanks and hot water makers.

- Re-engineering business process prior to and in coordination with the Oracle 11.0 implementation
- Lead the team implementing Oracle Inventory
- Materials Manager for one of their business units

Design Imports International

1996-1998

Rumford, RI

Operations Manager

Design Imports International is an importer and distributor of designer house wares. I managed the day to day functions of this operation with significant upgrades and improvements in systems and cost control.

Strategic Partners

1994-1996

Attleboro, MA

Owner / Manager

Self employed during this period providing small business consulting services including bookkeeping, computer consulting, management consulting, training and project management.

CadKey Incorporated

1991-1994

Windsor, Connecticut

Materials Manager

CadKey is a mechanical computer aided design software development firm.

SGI Incorporated

1987-1991

Compton, California

Warehousing and Distribution Manager, West

SGI was a sport bag manufacturer and distributor.