

# PROCESS-LOGIC, LLC

## Qualification Package

2/20/2015  
Stephan J Sosik



ACHIEVING EXCELLENCE SINCE 1997

## General Overview

### INTRODUCTION TO PROCESS-LOGIC

Since our inception in 1997, our mission has been to achieve excellence in process automation services.

The range of Process-Logic's services and capabilities go well beyond those offered by typical system integration firms. We offer a unique blend of electrical, mechanical and process engineering skills to our clients, along with a wealth of process experience, to help them achieve their automation objectives.

We offer exceptional design capabilities, including development of comprehensive drawing and specification packages for process, electrical, instrumentation, and control system equipment. We excel at writing bullet-proof logic and visualization software on a wide variety of popular PLC, DCS, and Operator Interface platforms. We offer professional and highly competent project and construction management services, and finally, we have the resources and experience to expertly start up and commission these systems in a methodical, efficient, and safe manner.

P-L also provides ongoing support services to our clients in the USA, Canada and China.

### MANAGEMENT APPROACH

Our corporate philosophy is simple: We have a total commitment to excellence in all that we do, with customer satisfaction at the top of our list of metrics for performance evaluation.

### TECHNICAL APPROACH

Central to our technical approach is our belief that thorough, accurate, and well-organized documentation is the key to success on any project. Our overall project approach follows the so-called 'V-model', described in the 'Good Automated Manufacturing Practices' guide, published by the ISPE organization. This lifecycle approach emphasizes the development and maintenance of increasingly detailed specifications on the leading edge of a project effort (engineering and design), followed by the execution of appropriate qualification testing on the trailing edge of the project (execution and commissioning). This approach, when followed correctly, provides the highest possible degree of assurance that the project outcome will match the client's expectations for cost, scope, and functionality.

An equally important guiding principle for us is understanding the human-factors side of automation: The complex systems we design and put into place **MUST** be easily understood, easy to work with, and easy to maintain by our clients' technicians and operators.

To this end, we constantly strive to visualize our products from the end-user's perspective as we design our systems, insuring that the systems make sense, operate safely and effectively, and help them to achieve their objectives.

## Key Project Experience

### KEY PROJECT EXPERIENCE

Listed below are a number of major projects we are currently engaged in, or have successfully completed.

#### Current Projects

- **Validated IPA Tank Farm Automation:** We are currently providing process automation services to Bausch & Lomb, Rochester NY, for control of a new bulk storage facility for handling fresh, used, and spent Isopropyl Alcohol, to be used in their new contact lens manufacturing lines. The Tank Farm will be heavily integrated with the facility building management system, fire alarm system, and with legacy controllers for existing wet benches and manufacturing lines. Our involvement includes specification and supply of instrumentation, PLC & Operator Interface hardware, programming, integration of vendor skid packages, provision of cGMP-grade supporting documentation (FRS, DDS, FAT, SAT), and start-up services.
- **Extraction Processing Plant Automation:** We are currently providing process automation services to an Edmonton, AB company for a large, multi-vessel extraction process, used to acquire essential oils, proteins, and other compounds from plant material. Our involvement has included doing P&ID work, piping isometrics, specification and supply of instrumentation, PLC & HMI programming, integration of vendor skid packages and start-up services.
- **Rochester District Heating Cooperative Steam Plant Upgrade:** We are currently providing process automation services to RDHC, totally revamping their antiquated control system. Our services include designing and supplying a PLC-based control system for 3 boilers, their feed water controls, water conditioning equipment, de-aerators, economizers and other heat recovery equipment. We are providing all new instrumentation, we are overseeing the installation work done by mechanical and electrical contractors we've hired, and we are providing startup, commissioning, and final tuning services.
- **Biotech Fermentation Process:** We are currently providing process design, instrumentation, process controls and start-up services for a 1500 gallon fermentation vessel for a Biotech company in West Chester PA. The client grows, harvests, dries, and sells special strains of bacteria to makers of industrial cleaning products. Our involvement includes P&ID preparation, process piping design to BPE specifications, specification and supply of instrumentation, supply of PLC and Operator Interface hardware and programming, integration of vendor skid packages, provision of supporting documentation (FRS, SAT), and start-up services.

#### Recent Projects (within the last 2 years)

- **cGMP Commissioning and Qualification Services:** We recently completed execution of PLC IOQ activities for 2 WFI (water-for-injection) stills, and 2 aseptic filling lines for a major producer of animal health drugs. Each filling line included automated vial washing, de-pyrogenation tunnel drying, an 8 position vial filling station, stopper insertion station, raised stopper detection, and capping/crimping stations. The producer is currently operating under consent decree from the FDA, so the testing was extremely rigorous and efforts were very intense.
- **Specialty Chemical Plant Automation:** We recently provided a highly automated PLC / HMI control system for a dual reactor cryogenic production module built by Pfadler Engineered Systems for a client in Fujian Province, China. Initially we were responsible only for the design of the electrical distribution and control system for the skid. We went

## Key Project Experience

on to create all the PLC and HMI software for the system based on the requirements of the client. Ultimately, we took on the integration of all the associated plant equipment including dual thermal oxidizers, a molecular sieve unit, and reagent delivery systems. We also designed and oversaw the installation of the 380 vac power distribution system, from the main load center out to the rest of the plant. Currently, we are engaged in the commissioning and start-up of the facility. To keep international travel to a minimum, we worked with the local Chinese ISP to design and implement a secure VPN connection to the control system. With this in place we can monitor and modify the programming of the automated sequences, on an as-needed basis.

- Specialty Chemical Pilot Plant Automation: We recently provided a very sophisticated PLC / HMI control system for a cryogenic pilot plant built by Pfaudler Engineered systems. The scope of supply included the design of the electrical and control systems for use in the client's hazardous rated process area. We also provided integration with a Mettler-Toledo FTIR Chemical Analyzer over a custom Modbus TCP/IP medium, we provided a chassis-mounted Data Historian module for collecting and analyzing data, and we provided a means to download pre-determined recipes and setpoints for the execution of experiments.
- API Pharmaceutical Automated Cleaning Phases: Recently completed a major software upgrade for a pharmaceutical manufacturing firm in Brandon, MB, to automate the cleaning of six process vessels and all associated valves, pumps and piping in an FDA-regulated, cGMP manufacturing suite.
- 100 Gallon Reactor System for Purification and Concentration of Active Pharmaceutical Ingredient (API): Recently completed the integration of a new 50 gallon reactor system into an existing Allen-Bradley process control platform in an FDA-regulated, cGMP manufacturing facility for a client in Brandon, MB.
- Purified Water Storage and Distribution System: Recently completed the integration of a USP Purified Water Storage and Distribution System into an existing Allen-Bradley process control platform in an FDA-regulated, cGMP manufacturing facility in Manitoba. The system provides control of the storage tank, distribution piping, and 12 point-of-use valves spread across five different process areas. The integration involved routing control signals between five different PLCs and nine different HMIs.

### Older Projects (3 to 4 years ago)

- Data Acquisition in Pharmaceutical Manufacturing Facility: Recently completed the design, installation, and commissioning of a PI Data Historian System in an FDA-regulated, cGMP manufacturing facility in Manitoba. The system resides on the corporate IT network and integrates data from 10 different PLCs in two separate buildings.
- Acrylic Latex Polymerization Reactors for Benjamin Moore Paints: Provided consulting on temperature control of highly exothermic polymerizations at three Benjamin Moore sites. We provided PLC and HMI programming to implement complex temperature control strategies on 10,000 gallon, 5000 gallon and 1000 gallon production facilities.
- API Pharmaceutical Processing Suite: Successfully completed a major software project to automate the extraction and purification of a high-potency API for hormone replacement therapy products.

## Key Project Experience

### Old Projects (5 or more years ago)

- **Compounding Area Relocation:** Successfully completed process and control system engineering, design, and commissioning services for the relocation, installation, and commissioning of 53 process vessels into a brand new Compounding Area for a major manufacturer of top-of-the-line hair care products. The new Compounding Area consolidates the manufacturing of five product families (including shampoos, hair colorants, and wave lotions) into one large integrated manufacturing system.
- **Surface Treatment System:** Provided process and control system engineering, design, and commissioning for a proprietary surface treatment system for toner.
- **Self-Cleaning Transfer Line:** Provided process and control system engineering, design, and commissioning for a state-of-the-art dilute-phase vacuum conveyance system for toner material that is self-cleaning. The system permits changeovers from one colored material to the next in 30 minutes.
- **cGMP-Compliant Recipe Management System:** Provided consulting services to define the User Requirements Specification document describing the global requirements for the replacement of a VAX-based recipe management system with a new CFR 21 Part 11 compliant relational database management software application.
- **Control Room HVAC:** Provided automation consulting services and PLC controls to rectify chronic control problems in the HVAC system serving a 100% make-up air-purged control room located in a Class 1, Division 2 classified hazardous manufacturing area.
- **Pharmaceutical API Plant Automation:** Provided systems engineering, design, programming and validation testing to upgrade two manually-operated bulk API plants to PLC controls. System architecture included eight processors, 22 operator interfaces, and >2000 remote I/O points, distributed across nine Class 1, Division 2 classified process areas. Scope of Services included conceptual and detailed design, specifying and bidding of components, writing PLC and MMI code, and providing construction support, start-up, and IQ/OQ testing of the system.
- **Bio-Processing Plant Utilities:** Provided systems engineering, design, and programming for a pharmaceutical utilities facility which provided 800 GPM Hot Glycol, 800 GPM Cold Glycol, Breathing Air, USP Purified Water, and a Special Waste Handling System for a Bio-Processing Pilot Plant. Scope of Services included conceptual and detailed design, specifying and bidding of components, writing PLC and MMI code, and providing construction support and start-up of the system.
- **Pharmaceutical R&D Pilot Plant Upgrade:** Directed engineering and design activities for process control and instrumentation of two batch reactors, three mix tanks, two receivers, four vacuum pumps, and associated TCUs, condensers, and utility services. All areas designed as Class 1, Division 1, Group C&D rated Hazardous Areas to allow for use of organic solvents.
- **Distributed Control System Retrofit:** Provided consulting and design services for Delta V Fieldbus/ASI-bus distributed control system retrofitted to a large dedicated manufacturing line of organic resins. All process areas designed as Class 1, Division 1, Group C&D rated Hazardous Areas. Design included upgrades to solvent tank farm (IPA, toluene, hexane and xylene), to provide metered deliveries of specific solvents.
- **Process Safety Compliance:** Organized and managed program to review over 100 batch organic chemical reactors for large Rochester-based firm to assure compliance with OSHA 1910.119 Process Safety Management regulations.

***Additional Project Experience available upon request.***

## Key Personnel Resumes

### **Stephan J. Sosik, President & Principal Engineer**

Chemical / Process / Automation Engineer with 34 years of experience in automated batch processing of specialty chemical and pharmaceutical products.

#### **Work Experience**

- 1997 – Present: President & Principal Engineer, Process-Logic**
- 1994 - 1997 Senior Engineer / Process Automation and Control Systems, Johnson and Johnson Clinical Diagnostics, Rochester, NY 14652**
- 1987 - 1994 Senior Process Control Engineer/Application Coordinator, Eastman Kodak Company, Rochester, NY 14652**
- 1980 - 1987 Senior Process Development Engineer, 3M Company, Graphic Preparation Systems, St. Paul, MN 55144**

#### **Education**

- BS, Chemistry, SUNY Brockport, 1979
- Chemical Engineering Diploma, ICS - 3M Sponsored Program, 1981
- New York State E.I.T. Exam taken and passed, 1986
- Masters Program, Manufacturing Systems Engineering, College of St. Thomas, St. Paul, MN, nine credit hours completed, 1987
- Masters Program, Manufacturing Systems Engineering, National Technical University, nine credit hours completed, 1993

#### **Skills**

- RSLogix 500, RSLogix5000 programming for Allen Bradley SLC, Micrologix, CompactLogix, and ControlLogix platforms,
- PI / FactoryTalk Historian SE and ME Data Historian systems
- Rockwell FactoryTalkView Studio ME and SE HMI configuration software
- Rockwell RSVIEW32 SCADA configuration software
- Rockwell Software Panelbuilder 32 configuration software
- GE Fanuc "Proficy" PLC, HMI, and Historian Software
- Modicon 'Concept' and 'Unity Pro' programming for Quantum and Momentum processors
- Canary Labs Data Historian systems
- Wonderware 7.0 and 9.5 SCADA configuration software
- Intellution SCADA configuration software
- Citect SCADA configuration software
- AutoCAD

#### **Professional Organization Affiliations**

- Instrumentation, Systems, and Automation Society (ISA)
- International Society of Pharmaceutical Engineers (ISPE)
- National Fire Protection Association (NFPA)
- American Society of Mechanical Engineers (ASME)

## Key Personnel Resumes

### **Daniel Galley, Vice President & Senior Project Engineer**

Versatile professional with over 25 years experience on a variety of capital project teams. A proven track record delivering quality results for electrical systems, process controls and software from project inception through final commissioning with excellent results. An expert in system design involving electrically hazardous explosive environments utilizing intrinsically safe and explosion proof technologies. Proficient with Allen Bradley RSLogix 500 and 5000, FactoryTalk View ME. Excellent documentation skills.

#### **Work Experience**

- 2008 – Present: Senior Engineer & Project Manager, Process-Logic**
- 2007 – 2008 Senior Staff Engineer, ATSI, Amherst, NY**
- 1985 – 2006 Process Control Engineering Technologist, Eastman Kodak Company, Rochester, NY**

#### **Education**

- Trott Technical High School, Niagara Falls, New York  
Graduated: June 1974  
Diploma: Technical Drafting
- Rochester Institute of Technology, Rochester, New York  
Pursued degree in Electrical Technology

#### **Skills**

- RSLogix 500
- RSLogix 5000
- RSView Studio
- Rockwell Software Panelbuilder 32
- UL508A – Electrical Panel
- OSHA 10 Construction Safety & Health
- Design for Reliability
- Reliability Centered Maintenance
- Industrial Machinery
- Process Safety Mgmt & Risk Analysis
- NFPA79 - Electrical Standard

#### **Professional Organization Affiliations**

- Instrumentation, Systems, and Automation Society (ISA)

## Key Personnel Resumes

### **Richard S. Bloss, P.E.**

Currently providing technical and operational guidance and analysis to a strategic cost improvement initiative led by Deloitte Touche Tohmatsu, LLC for Reynolds Brands and Pactiv to achieve multimillion dollar annualized cost savings.

#### **Experience at Pactiv, Canandaigua, NY**

- Managed teams providing general engineering, facility and capital management services to 25 plant sites across the country.
- Production Manager responsible for all aspects of manufacturing at a plastics manufacturing plant in Illinois.
- Plant technical manager responsible for all technical aspects at a plastics manufacturing plant in New York.
- Managed capital and expense projects and provided engineering support to multi million dollar projects throughout the country.
- Managed teams of engineers.

#### **Experience at Tenneco Corporation, Canandaigua, NY**

- Developed, monitored and controlled multi million dollar departmental operational budgets.
- Lead team which reduced facility operations costs across 25 plant sites, reducing costs by over \$ 1mm/year.
- Developed and implemented a software program to manage and monitor \$90mm capital programs across 16 business groups.
- Led a college recruiting team responsible for hiring college graduates and intern/co-op engineers, and mentored and supervised co-ops and new hires.

#### **Education**

Masters of Business Administration – Concentration in Operations Management,  
University of Rochester, Rochester, NY

Masters of Mechanical Engineering  
Pennsylvania State University, University Park, PA

Bachelors of Science, Mining Engineering  
Pennsylvania State University, University Park, PA

#### **Memberships**

Romulus Zoning Board of Appeals  
NYS Licensed Professional Engineer  
Finger Lakes Land Trust  
Waterloo Library and Museum Historical Society  
Seneca Lake Pure Waters Association  
Penn State Engineering Society  
Penn State Alumni Organization



## Key Personnel Resumes

### **Ken Jensen, Senior Electrical Engineer**

Experienced professional with over 30 years experience in industrial power distribution systems. Provides full time consulting services to Reynolds/Pactiv for compliance with Arc Flash regulations and remediation of plant power factor issues.

#### **Work Experience**

**2005 – Present: Senior Engineer, Process-Logic**

**2007 – 2005 Senior Staff Engineer, Pactiv Corporation**

#### **Education**

- Rochester Institute of Technology, Rochester, New York  
Bachelor of Science - Electrical Engineering

#### **Skills**

- UL508A – Electrical Panel
- OSHA 10 Construction Safety & Health
- Design for Reliability
- Reliability Centered Maintenance
- Industrial Machinery
- Process Safety Mgmt & Risk Analysis
- NFPA79 - Electrical Standard

## Key Personnel Resumes

### **Erik ten Broeke, Senior Automation Engineer**

Senior Process Control Engineer having extensive project experience with process control automation systems, HMI/SCADA systems, electrical control systems and process instrumentation and measurement systems. Exceptional analytical troubleshooting skills on system hardware, software, and manufacturing process units. Installation, startup and accreditation support world-wide.

#### **Work Experience**

- 2013 - Present:** Sr. Automation Engineer, Process-Logic, LLC
- 2006 - 2013:** Senior Controls Engineer, Harper International Corporation, Lancaster, NY
- 2003 – 2006** Senior Software Engineer, Optimation Technology, Inc., Rush, NY
- 1986 – 2003** Senior Process Control Engineer, Eastman Kodak Company, Rochester, NY

#### **Education**

- Completed course requirements towards MS Electrical Engineering, Rochester Institute of Technology, NY
- BS Electrical Engineering, State University of New York at Buffalo, NY
- AAS Engineering Science, Ulster County Community College, Stone Ridge, NY

#### **Skills**

- Rockwell: Logix 5000 (ControlLogix and CompactLogix) / RSLogix 500 for Micrologix and SLC500 / Designing & Configuring Ethernet/IP Networks / ControlNet / DeviceNet / FactoryTalk View® SE (Supervisory Edition) & ME (Machine Edition)
- Wonderware (Archestra) System Platform 3.1, Wonderware; InTouch®, DA Services, Historian, Terminal Services
- Siemens Simatic STEP 7 Programming, Profibus, WinCC v7.0 HMI/SCADA
- ABB: Process Portal, OperateIT™ / Advabuild™ / InformIT™ History with Oracle Reports / MOD300 with Advant™ Technology / MOD300 Systems Engineering / Taylor Control Language / Taylor Ladder Logic
- Modicon & Modicon Quantum Programming
- Keyence Machine Vision Inspection System
- GE Fanuc Proficy HMI/SCADA - iFIX
- Foxboro I/A Series DCS Engineering Configuration
- GainSeeker® Suite SPC Analysis & Reporting

## Key Personnel Resumes

### **David Arnold, Senior Process/Mechanical Designer**

A seasoned Mechanical Designer with over 30 years of experience designing process equipment and piping systems in chemical, sanitary (BPE), and utility environments, in accordance with ASME and ASTM standards.

#### **Work Experience**

##### **2009 - Present      Process-Logic**

- Senior Process/Mechanical CAD Designer.

##### **2007 - 2009          CDI Corporation**

- Process/Mechanical CAD Designer contracted with Lonza (formerly Arch Chemicals), Rochester, NY.

##### **2006 - 2007          Adecco Technical**

- Process/Mechanical CAD Designer contracted with Graham Corp., Batavia, NY.

##### **2004 – 2005          ATS Reliance**

- Process/Mechanical CAD Designer contracted with Optimization Technology, Rochester, NY and Jacobs Engineering, Rochester, NY.

##### **1980 - 2004          Eastman Kodak Company, Rochester, NY**

- Process CAD Designer.

#### **Education**

- AAS in Architectural Design, Alfred State College, Alfred NY

#### **Skills**

- Allen-Bradley PanelBuilder 32
- Rockwell FactoryTalk View Studio
- SolidWorks - Basic and Advanced
- Lock-Out/Tag-Out
- OSHA 10 Construction Safety and Health
- Time Management
- Presentation Skills
- Metric System

#### **Volunteer Experience**

- Macedon Volunteer Fire Department Lifetime Member

## Key Personnel Resumes

### **Mark Burkhardt, Senior Electrical Designer**

An experienced Electrical Designer with over 20 years of experience designing, building, and commissioning industrial process control and automation systems.

#### **Work Experience**

##### **2013 - Present      Process-Logic**

- Senior Electrical Controls Designer / Field Engineer.

##### **2001 - 2013      Javlyn Inc.**

- Electrical Controls Designer / Field Engineer

##### **1987 - 2001      Eastman Kodak Co.**

- Electrical Controls Designer

#### **Education**

- AS in Electrical Technology, Alfred State College, Alfred NY

#### **Skills**

- Allen-Bradley PanelBuilder 32
- Rockwell FactoryTalk View Studio
- SolidWorks - Basic and Advanced
- Lock-Out/Tag-Out
- OSHA 10 Construction Safety and Health
- Time Management
- Presentation Skills
- Metric System

## Key Personnel Resumes

### **John Sosik, Programmer, Senior Automation Tech**

A young automation professional, proficient with all Rockwell Automation products including RSLogix 500 and 5000, FT View ME and SE HMI-ware, FT Historian ME and SE Process Historians. Also proficient with Mitsubishi PLCs and HMIs, and Canary Labs Enterprise Historians. Experienced worker in FDA-regulated environments, well-versed in writing and executing qualification protocols and other cGMP documentation.

#### **Work Experience**

- 2011 - Present:**      **Sr. Automation Tech, Process-Logic, LLC**  
**2006 - 2011:**        **Automation Technician, Process-Logic, LLC**  
**2003 – 2006**         **Inventory Manager, Auction and Go, Webster, NY**

#### **Education**

- Bachelor of Science Degree, Rochester Institute of Technology, 2008 (Dean's List)
- GXWorks 2 Programming, Mitsubishi Electronics, 2013
- Process Control Loop Tuning and Advanced Control Strategies, IDC Technologies, 2010
- MatrikonOPC Training Levels 1 and 2 (OPC Integration and Diagnostics), 2009
- Advanced Digital Electronics, Monroe Community College, 2001
- Computer Science 1 and 2, Monroe Community College, 2001

#### **Skills**

- All IEC 61131-3 Styles of Programming
- .NET Programming
- C++ Programming
- CIP Networks
- Data Collection and Databases
- OPC Communications
- IOQ Document Generation/Execution
- OSHA 10 Construction Safety and Health

#### **Professional Organization Affiliations**

- Instrumentation, Systems, and Automation Society (ISA)

## Key Personnel Resumes

### **Jason Cook, Electrical & Automation/Process Designer**

A young design professional with automation skills bridging the Electrical, Instrumentation, and Mechanical disciplines.

#### **Work Experience**

##### **2008 – Present Process-Logic, Rochester, NY**

- Currently providing SolidWorks 3D mechanical design services for custom Chemical Feed Pumping skids for a globally recognized manufacturer of metering pumps.
- Producing accurate and functional electrical/instrumentation design packages, containing system architecture drawings, electrical schematic drawings and analog/digital card layout drawings.
- Producing scaled and dimensioned control panel layout drawings with proper bill of material for contractor bid packages.
- Updating P&IDs following ISA drawing standards.
- HMI screen design and development with emphasis on efficient operator interface controls.
- Review and verify accuracy of previously prepared isometric drawings.
- Onsite observations and walk-throughs for project proposals.
- Develop marketing materials for current and prospective clients.
- Re-branded Company logo to achieve a fresher and cleaner look as well as coincide with our continually improving and evolving capabilities and services.

##### **2005 – 2007 Engineer and Contractor Assistant, K.M. Davies Co. Inc.**

- Assisted in construction of cold storage facilities and maintained industrial applications. Operated forklift to perform ongoing plant duties such as preparing and stocking incoming produce for long term storage.

#### **Classes/Certificates**

American Trainco:

- Basic Electricity for the Non-Electrician
- 2011 National Electrical Code

I.D.C. Technologies:

- Process Control Incorporating Loop Tuning & Advanced Control Strategies

#### **Education**

Rochester Institute of Technology, Rochester, New York:

- Bachelor of Fine Arts in Industrial Design
- Associates in Applied Science in Graphic Design
- Minor in Packing Science

#### **Skills**

- AutoCAD
- Microsoft Office Suite
- Illustrator CS3
- Photoshop CS3
- FactoryTalk View Studio
- SolidWorks
- Wonderware 7.0 and 9.5
- OSHA 10 Construction Safety and Health

#### **Volunteer**

Pultneyville Masonic Lodge Master Mason  
Damascus Shrine Band Member

## Key Personnel Resumes

### **Christopher Smith, Automation Designer/ Technologist**

Provides electrical, mechanical and controls design services in support of our client base.

Provides on-site startup support for capital project work.

Provides on-going technical support for completed project work.

Project Management – Assists in management of larger projects, coordinating the efforts of our internal staff and sub- contractors to achieve Cost, Functionality, and Schedule targets.

Quality Assurance - Performs internal audits and reviews of project deliverables to insure adherence to our quality policy.

### **Work Experience**

#### **Present      Process-Logic**

- Automation Designer / Technologist.

#### **2013 - 2014    EC4B Engineering, P.C.**

- Engineering Intern (Rochester Institute of Technology)

#### **2012 - 2012    Wegmans Food Markets**

- Engineering Intern (Rochester Institute of Technology)

#### **2011 – 2011    Frontier Communications**

- Engineering Intern (Rochester Institute of Technology)

#### **2010 - 2011    Ashly Electronics**

- PCB Technician / Assembly

#### **2001 - 2009    US Army Reserve Combat Engineer**

- Team leader in support of Operation Iraqi Freedom – June 2007 - August 2008.
- Iraq Campaign Medal, GWOT and ND Service Medals, Overseas Service Ribbon.
- Army Commendation Medal, Army Achievement Medal, Army Good Conduct Medal.

### **Education**

Rochester Institute of Technology, Rochester, NY - Bachelor of Science: Electrical Mechanical Engineering Technology

- Relevant Coursework: Fluid Mechanics, Thermodynamics, Heat Transfer, Automation Control Systems,
- Controls and Instrumentation, C++ Programming, Chemistry, Environmental Studies.

Finger Lakes Community College, Canandaigua, NY - Associate in Applied Science: Mechanical Technology Graduated: May, 2011

- Relevant Coursework: Engineering Drawing, Machine Design, Data Communications & Networks,
- LabVIEW Graphical Programming, MATLAB, Technical Communications.

## Key Personnel Resumes

### **Elizabeth J. Feeney, Documentation Specialist / Tech Support**

A Technical Writer with extensive experience in writing and editing standards, specifications, policies and procedures, with additional skills in drafting/design, data management, desktop help, software and computer training.

#### **Work Experience**

##### **2008 - Present: Process-Logic, LLC**

- Responsibilities include project management support, marketing initiatives, computer-aided design and drafting, computer and software support, research and produce project proposals, instrument procurement and submittals.

##### **1978 - 2008: Eastman Kodak Company**

- Wrote, edited and maintained specifications, standards, policies and procedures for the project management, engineering and technical community.
- Created and published Frequently Asked Questions and end-user documentation supporting various software rollouts.
- Led teams to consolidate three databases to eliminate redundancy. Identified and combined key elements to create cohesive database.
- Created and administered web-based surveys to ascertain customer satisfaction, employee ergonomic and education needs. Collected input, analyzed, and published summary reports.
- Designed and implemented organizational web sites; monitored overall site performance, user accessibility, completeness, consistent site style, and site promotion. Created, edited, published and maintained content. Achieved \$600K savings by eliminating hard copy publishing and distribution of standards and specifications. Collected data from over 800 supervisors to understand applicable SAP/ERP system component training requirements for their direct reports. Created website and marketing materials that allowed outside sales opportunities for Eastman Kodak Company Shops Division, saving jobs and retaining valuable expertise and intellectual property.
- Alpha Tester for TeamCenter Engineering, a web-based drawing management system. Application testing and problem reporting in development phase. Trained over 1500 users to search, view, and plot drawings.
- Training Coordinator for various system and software rollouts, requested vendor quotes, negotiated training costs, submitted purchase orders and approved invoices for payment. Managed student reservations, scheduling logistics and communications. Also created and delivered training courses to employees in basic computing fundamentals, software installation, scanning, CD burning, and digital imaging tips.
- Resolved day-to-day computer help issues, including software installation and problem solving.

#### **Skills**

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|--|--|
| ▪ Technical Editing                      | ▪ Corel Draw                           |
| ▪ Microsoft Office Suite                 | ▪ Adobe Photoshop                      |
| ▪ AutoCAD 2012                           | ▪ Web Development                      |
| ▪ Information Mapping                    | ▪ Active Server Pages; JavaScript; CCS |
| ▪ OSHA 10 Construction Safety and Health | ▪ Halogen E-Surveyor                   |
| ▪ SAP                                    | ▪ Notary Public                        |



## References

### REFERENCES:

***Lorna Woychyshyn, Technology Manager***

Pfizer Canada - Brandon, MB Canada, (204) 728-1511

***Ming Jia, P. Eng., Plant Engineer***

Pfizer Canada - Brandon, MB Canada, (204) 728-1511

***Geoff Sheffrin, P.Eng., Partner, Principal Engineer***

OBK Technologies LTD - Concord, ON Canada (905) 761-1120

***Milo Fisher, CET., Operation manager***

Radiant Technologies Inc., Edmonton, AB Canada (780) 440-9771

***Brian Lachell, Project Manager***

Lonza Chemicals - Rochester, NY (585) 613-3638

***John Frank, Plant Engineer***

Lonza Chemicals - Rochester, NY (585) 613-3700

***Matt Demaison, Operations Manager***

Cincinnati/Northern Kentucky Int'l Airport Glycol Recovery Facility (513) 651-3440

***Matt Burdzy, Director of Research***

Henkel Corporation, Rocky Hill CT (860) 571-5142

***Li Kang, Senior Polymer Scientist***

Henkel Corporation, Rocky Hill CT (860) 571-5424

***Jeremiah Davis, Automation Engineer***

Bayer HealthCare LLC - Animal Health, St. Joseph, MO (816) 676-6142

***Additional References available upon request.***