

WILLIAM RANDOLPH BROWN
3219 Edenwood Drive
Greensboro, N.C. 27406
336-285-5087
randybrown48@yahoo.com

OBJECTIVE **Transportation Regulatory Compliance
Manager**

SUMMARY OF QUALIFICATIONS

- Innovative administrator with over 15 years experience in domestic and international shipments of hazardous and non-hazardous materials.
- Unique combination of expertise in warehouse management, IATA Dangerous Goods shipments, DOT Hazardous Material shipments, and international shipments.
- Outstanding productivity both as a supervisor and team member.
- Energetic leader and team builder, continually motivating others toward meeting team goals.
- Certified in Classification of Hazardous Materials for Transportation.

EXPERIENCE

1989 – present Chemical Technologist - SYNGENTA CROP PROTECTION,
410 Swing Road, Greensboro, NC

- Manage the warehousing of agricultural chemicals. Responsibilities include the receipt, inventorying, cataloging, assignation, measurement; order processing, packaging and shipping of over 3,500 different agricultural chemical products.
- Ensure all shipments comply with EPA, OSHA, IATA, DOT, and FIFRA Section 17 regulations.
- Manage FIFRA Section 17 regulations regarding international orders. Maintain computer file for affected orders.
- Maintain certification to ship dangerous goods by air and ground transportation (required every two years).
- Communicate with various levels of management the status of orders, inventory, personnel, etc.
- Provide training, supervision, and evaluations of full time and temporary colleagues
- Validate that all applicable regulations are met (EPA, FIFRA, OSHA, DOT, IATA, GLP, etc) with zero violations, penalties or adverse publicity for the Company.

- Act as resource, for field reps and onsite personnel, for shipments of hazardous chemicals.
- Act as resource for customer training and problem solving on computer systems.
- Maintain inventory and order processing databases.
- Direct the shipment of approximately 30,000 samples annually.
- Manage the hiring and termination of temporary colleagues.
- Direct, organize, and prioritize which orders are to be processed daily using various computer systems.
- Gatekeeper to ensure orders are filled correctly and shipped appropriately to meet customer deadlines.
- Primary contact for customers regarding Sample Distribution orders, availability of inventory, resolution of concerns.
- Manage time efficiencies to determine when to start and end overtime, based on business requirements.
- Assist in maintenance, troubleshooting, user acceptance testing and upgrading of computerized systems (SOLO/LASSO/LINK).
- Procure and maintain inventories of packaging, shipping, computer, labels, and lab stock materials from outside vendors.
- Manage receipt of inventory into computer systems in a timely manner.
- Responsible for the completion of data entry for GLP samples from Formulation Engineering into LIMS computer systems, ensure prompt delivery to Analytical Dept.
- Manage yearly physical inventory, reconcile and enter corrected data into computer system.
- Manage spreadsheet documenting all Sample Distribution hours worked, orders closed and samples shipped, provide data monthly to management.
- Manage any customer complaints - determine and resolve issues, and maintain 99% complaint free target on KPI.
- Inspect all fire extinguishers in Sample Distribution areas.

1984 – 1989 Manager - LUBE WORLD, 700 Merritt Drive, Greensboro, NC

- Responsible for all aspects of store operation, including A/R, A/P, inventory, supervision, staffing, and education of approximately 10 associates.
- Developed expertise in management, communication skills, and inventory controls.
- Promoted from lube technician to manager in 18 months.

1981 -1984 Order Administrator/Scheduler – Xerox Corporation, Meadowview Road, Greensboro, NC

- Verified sale and lease contracts for monetary and corporate requirements.
- Arranged pickup and delivery of leased equipment as scheduler.

RELEVANT SKILLS AND TRAINING

- Certified in Classification of Hazardous Materials for Transportation. Course completed in November 2009, conducted by the DGAC.
- Certified in the transportation of dangerous goods by air (IATA) since 1991. Conducted by Dangerous Goods Advisory Council, Houston, TX. Recurrent training every two years. Re-certified by DGAC in 2009.
- Certified in the transportation of hazardous materials by ground (DOT) since 1991. Conducted by Dangerous Goods Advisory Council, Houston, TX. Recurrent training every two years. Re-certified by DGAC in 2009.
- Certified Hazardous Materials Technician, Syngenta, Greensboro, NC.
- RCRA Generator Training, Syngenta, Greensboro, NC.
- OSHA Hazard Communication Training, Syngenta, Greensboro, NC.
- Hazardous Waste Operations & Emergency Response (HAZWOPER), Syngenta, Greensboro, NC.
- FIFRA GLP Training, Syngenta, Greensboro, NC.
- Respirator Training, Syngenta, Greensboro, NC.
- Process Operations Review & Risk Analysis, Syngenta, Greensboro, NC.
- Quality Improvement & Problem Solving Tools, Syngenta, Greensboro, NC.
- Licensed forklift operator.

MILITARY EXPERIENCE

- UNITED STATES NAVY
- Maintained service records for enlisted personnel.
- Directed classified correspondence.
- Conducted naval career counseling for enlisted personnel.
- Honorably discharged.
- Vietnam Era veteran.

EDUCATION

- Guilford Technical Community College, Jamestown, NC
- College of New Rochelle, School of Continuing Education, Co-Op City Campus, Bronx, NY
- DeWitt Clinton High School, Bronx, NY