

Dwight Reinhardt

Arvada, CO (720) 366-0802

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A customer-centric Technical Specialist with 20 years of diverse experience and expertise cultivating strategic relationships with cross-functional internal and external clients. Analytical problem-solver driving innovative solutions for seamless operations in high-demand environments.

A truly detail-oriented team leader and self-directed team player with proven success managing multiple simultaneous projects. A Multi-disciplined quick-learner with exceptional interpersonal, organizational and communication skills.

Skills

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|--------------------|----------------------------------|-------------------------|
| ● Customer service | ● Organizational skills | ● OSHA / EHS Safety |
| ● Digital Output | ● Microsoft office | ● Digital Photography |
| ● Sales | ● Laser Engraving | ● Design and Layout |
| ● Scheduling | ● Electrostatic Discharge Safety | ● Creative Suite |
| ● Management | | ● Bindery and Finishing |

Professional Experience

Prescient, Arvada, CO / Oct 2019 - Feb 2020

Inventory Control (contract with Aerotek)

- Verified inventory computations by comparing them to physical counts of stock, and investigate discrepancies or adjust errors
- Received and counted stock items, and recorded data. Stored items in an orderly and accessible manner in warehouses, tool rooms, supply rooms, or other areas.
- Mark stock items using identification tags, stamps and other labeling methods.
- Cleaned and maintained supplies, tools, equipment, and work areas in order to ensure compliance with safety regulations.
- Kept records on the use and/or damage of stock or stock handling equipment.
- Issued or distributed materials, products, parts, and supplies, based on information from incoming requisitions.

Imatest, Boulder, CO / May 2018 - Sep 2019

Print Technician

- Prepared documents, such as work orders, bills of lading, or shipping orders, to route materials.
- Recorded shipment data, such as weight, charges, space availability, damages, or discrepancies for reporting, accounting, or recordkeeping purposes.
- Determined shipping method for materials, using knowledge of shipping procedures, routes, and rates.
- Packed sealed, labeled, and prepared postage to prepare materials for shipping, using work devices such as hand tools, power tools, and postage scale.
- Contacted carrier representatives to make arrangements or to issue instructions for shipping and delivery of materials.
- Computed amounts, such as space available, shipping, storage, or demurrage charges, using computer or price list.
- Compared shipping routes or methods to determine which have the least environmental impact.
- Domestic and international shipping of test charts and equipment to industries such as:
 - Autonomous Vehicles
 - Virtual Reality
 - Artificial Intelligence
 - Smart Phone Systems

RMI Laser, Lafayette, CO / Jun 2015 - Oct 2018

Applications Lab Manager

- Monitored, evaluated, or recorded engraving activities and equipment effectiveness.
- Conducted training, scheduled classes based on the schedule of clients.
- Recorded test data and prepare reports, summaries, or charts that interpret test results. Discuss test results and analyses with customers and sales reps.
- Set up equipment or stations to monitor contaminants, such as smoke, smell, and other environmental factors.
- Maintained files, such as hazardous waste databases, chemical usage data, personnel exposure information, or diagrams showing equipment locations.
- Developed testing procedures and prepared samples or for testing and analysis.
- Calibrated Laser Engraving systems and test instruments.
- Examined and analyzed material for presence and concentration of contaminants, such as asbestos, using a variety of microscopes.

Sorin Group, Arvada, CO / Mar 2014 – Sep 2015

Receiving Inspection (contract with Excel)

- Record or compile test results or prepare graphs, charts, or reports.
- Provide assistance to research and development, production technology, or quality control.
- Measure, test, or weigh materials to ensure that dimensions met specifications.
- Calibrate, validate, or maintain laboratory equipment. Compile laboratory test data and perform appropriate analyses. Complete documentation needed to support testing procedures including data capture forms, equipment logbooks, or inventory forms.
- Identify quality problems and recommend solutions. Investigate or report questionable test results.
- Perform validations or transfers of analytical methods in accordance with applicable policies or guidelines.
- Prepare or review required method transfer documentation including technical transfer protocols or reports.
- Receive and inspect raw materials. Supply quality control data necessary for regulatory submissions.

Epic Fulfillment, Arvada, CO / Jan 2014 – May 2015

Critical Inventory Control (contract with Excel)

- Compare product labels, tags, or tickets, shipping manifests, purchase orders, and bills of lading to verify accuracy of shipment contents, quality specifications, and/or weights.
- Count or estimate quantities of materials, parts, or products received or shipped. Compute product totals and charges for shipments.
- Unload or unpack incoming shipments. Fill orders for products and samples, following order tickets, and forward or mail items.
- Sort products or materials into predetermined sequences or groupings for display, packing, shipping, or storage. Store samples of finished products in labeled cartons and record their location.
- Maintain, monitor, and clean work areas, such as recycling collection sites, drop boxes, counters and windows, and areas around scale houses.
- Collect product samples and prepare them for laboratory analysis or testing

Microsoft BING, Arvada, CO / Jan 2014 – Mar 2015

Geospatial Operator Image QA (contract with Insight Global)

- Analyze Geographic Information Systems (GIS) data to identify spatial relationships or display results of analyses, using maps, graphs, or tabular data.
- Enter data into Geographic Information Systems (GIS) databases, using techniques such as coordinate geometry, keyboard entry of tabular data, manual digitizing of maps, scanning or automatic conversion to vectors, or conversion of other sources of digital
- Review existing or incoming data for currency, accuracy, usefulness, quality, or completeness of documentation. Perform geospatial data building, modeling, or analysis, using advanced spatial analysis, data manipulation, or cartography software.
- Select cartographic elements needed for effective presentation of information. Interpret aerial or ortho photographs.

CU Boulder, Boulder, CO / May 2003 – Jan 2014

Flight Quality Assurance

Space Physics Faculty/Flight Quality Assurance

- Developed, improved or redeveloped numerous NASA flight quality assurance procedures that were adopted by NASA senior engineers, including contamination control and electrostatic discharge safety.

ESD Program Manager

- Audited performance and compliance with policies, programs and procedures.

Precision Cleaning Laboratory Manager

- Created decontamination facility for safe cleaning and sterilization of NASA materials and equipment in accordance with NASA policies, programs and procedures.

NASA ESD Safety Trainer

- Created and conducted safety training courses that were adopted by NASA senior trainers.
- Developed safety training materials implemented in NASA facilities across the country

OSHA/EPA Hazardous Materials Proctor

- Identified all health and safety program needs and changes, working with EH&S to conduct various health and safety audits and inspections.

Cleanroom Safety Manager

- Maintained effective implementation of all aspects of safety in workplace such as: electrical safety, equipment safety, facility safety, lab safety and housekeeping, safety posting and signage, hazardous materials and waste management generator training, and creation and facilitation of safety training courses.

Receiving Inspection

- Led document and inventory control; sterile shipment inspection and verification; and quality check to meet international shipping standards.
- Conducted receiving inspection of materials and returned goods; and utilized custom cardiac kits, systems and devices.

Controlled Inventory

- NASA Level, critical inventory control; safe storage of sterile shipment; and quality check to meet or exceed NASA Quality Assurance Standards

General Lab Proctor

- Documented accident investigations whenever necessary, handling inventory control of millions of dollars in NASA space flight materials and supplies. Handled critical flight instrument control of millions of dollars of NASA property.
- Served as OSHA Certified Hazardous Materials Safety Proctor for 530 employees, NASA Class B Safety Trainer for over 430 engineers and scientists, and Electrostatic Discharge Program Manager of over 300 workstations.
- Oversaw configuration management of four NASA flight projects as well as NASA flight quality assurance. Served as Class 10,000 Clean Room Safety Supervisor.

Education

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| • UW Green Bay - Green Bay , WI | Photography |
| • MATC - Madison , CO | Photography |
| • CU Boulder - Boulder , CO | EHS Safety |

Certifications

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- **OSHA Hazardous Materials Safety**
 - **NASA Electrostatic Discharge Safety**
 - **National Photoshop Professional**