

# Robin Elise Gross

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## Experience Summary

Proven project management and supervisory skills coupled with a strong technical background. Experienced in fast-paced environment demanding exceptional vision, detail orientation and successful multitasking. Dedicated to team goal achievement and 'best-in-class' customer experience. Very results-driven and self-motivated. Thrive in diverse environment.

## Core Skill Set

- Language skills: Spanish, English
- Passion / Dedication
- Project Management
- Strategic Planning
- Customer Relations
- Skilled Presenter
- Process Improvement
- Well versed with Mac & PC Platforms
- Fast / Enthusiastic Learner

## Professional Highlights

2010 - Present                      Institute for Environmental Solutions Denver, CO

### Intern

- Member of Contaminants of Emerging Concern (CEC) Project Team: Duties include outreach, education, research, workshops
- Member of Development Team: Duties include grant writing, outreach, and maintaining relationships with donors

2008 - 2010                      Penske Logistics                      Beachwood, OH

### Integration Analyst

- Integral member on highly dynamic project for largest revenue generating customer
- Regularly contribute ideas for process improvement
- Setup and test new processes being implemented across regions
- Trained over 100 people on new process and new applications
- Provide on and off-site support on new platform for multiple regions
- Project lead for the implementation of new process for a region consisting of a regional distribution center and six local distribution centers
- Promoted in July 2009
- Report to Senior Logistics Manager

2008                                      Step-by-Step Academy                      Worthington, OH

**Outreach Technician**

- Worked with children with Autism in maintaining learned skills in their home
- Educated and trained families to create an environment conducive to learning and maintaining skills for their child
- Analyzed data to make educated decisions in a child's program

2007 - 2008                      Brighton Collectibles                      Columbus, OH

**Sales Associate**

- Long term client relations
- Planned and implemented store events
- Recipient of Highest Sales Per Hour Award
- Recipient of Highest Average Dollar Sales Award

**Education & Activities**

2010 - Present                      University of Denver                      Denver, CO

**Environmental Policy and Management  
Specialization Energy and Sustainability**

- Working towards Masters of Applied Science

2004 - 2008                      The Ohio State University                      Columbus, OH

**Bachelor of Science in Business Administration  
Specialization Logistics Management**

- Dean's List
- Study Abroad Egypt 2008
- Study Abroad Quito, Ecuador 2007
- Transportation & Logistics Association
- OSU Mentoring Club
- OSU Ski Club
- Gail Bash Foundation – Ovarian Cancer Non-Profit Organization