

SUMMARY OF QUALIFICATIONS

Architect with over 20 years of experience implementing cost reduction initiatives in the Pharmaceutical, Manufacturing and Construction Industries. Organized and focused on results. Vast experience in all phases of design and construction of projects. Skilled in effectively handling numerous projects and deadlines in a complex environment. Proven competencies in leadership, decision making and creative problem solving. Deep understanding of Lean Six Sigma tools and processes. Experienced in Real Estate strategic planning and maintenance of highly complex facilities. Computer literate (Microsoft Projects, Minitab, Excel, Word, Power Point, Snag it, Outlook, SAP, Ariba, Kronos). Fluent in Spanish and English.

PROFESSIONAL EXPERIENCE

COLEGIO DE ARQUITECTOS Y ARQUITECTOS PAISAJISTAS DE PUERTO RICO

2019 - 2020

- Executive Director responsible for all matters related to the management, development, and administration of the institution, including its members and employees.

WANDA ARCHILLA, REGISTERED ARCHITECT

2014 - 2019

NCARB PR License Number 9949

Consulting Services for various firms and private investors, in the areas of real estate development, corporate presentations and real estate management.

Selected Accomplishments:

- Successfully completed design and remodeling activities within financial parameters.
- Effective startup of a short-term rental business at Condado, San Juan, Puerto Rico

AMGEN MANUFACTURING LIMITED INC. (AML)

2005 - 2014

Senior Project Manager 2012 to 2014

- Managed all aspects of infrastructure projects assigned, under minimal supervision, across multiple business functions.
- Developed and launched the EPD Model Communication Plan site wide.
- Successfully completed all expense projects as part of the Engineering Projects Delivery (EPD) Team.

Selected Accomplishments:

- Attained 80% cost reduction in the design, construction, and implementation of a manufacturing plant modification for plant uniform implementation during a limited manufacturing window.
- Reached a 20% cost reduction of site facilities remodeling and improvements projects, by optimizing the mix of self-perform versus contracted services.

Senior Engineering Manager

2009 to 2012

- Implemented a facilities services optimization cost reduction program as Facilities Management Lead.
- Managed contracted integrated facilities services which included building and facilities maintenance, food services, pest control, waste disposal and recycling, vehicle maintenance, landscaping, elevator maintenance, plumbing, HVAC systems, fire/life safety maintenance, janitorial services, and move/add/changes services.
- Administrated supplier contract and ensured services were provided and delivered in compliance with the agreed scope, quality, corporate policies, regulatory requirements, and standard operating procedures.
- Developed annual budget baseline of \$12MM including budget analysis, forecasting, variances and change control.
- Evaluated Monthly Service Level Agreement (SLA metrics) based on performance reports and internal clients' input.

- Audited metrics related to Computer Maintenance Management Systems (CMMS-Maximo), planning and scheduling tools.
- Responsible for promoting resolution to issues related to scope definition and extent, change control vs. base line and interpretation of contract terms as applicable.
- Acted as liaison and single point of contact for all levels of organization in matters related to contracted supplier.

Selected Accomplishments:

- ☞ Seamless implementation of corporate cost reduction initiative by outsourcing the facilities maintenance scope to an integrated facilities management services contractor. Savings over \$4MM were achieved during the first year.
- ☞ Successfully implemented a facilities services optimization initiative in Puerto Rico which promoted a profitable launch at the remaining site network resulting in benefits for the Global Organization.

SMPAC Author and Site Lead

2005 to 2012

- Designed, implemented and managed a Site Master Plan Administration Committee (SMPAC).
- Effectively coordinated daily construction activities involving 4K people, 250 contractors, and more than 2K construction activities including all construction trades during 2005-2006 start up.
- Responsible for the location and placement of any physical structure located at site, including both interior and exterior elements, and its conformance to organizations' standards and master plan.
- Coordinated the interactions of all the construction activities happening at the same time during the site start up.
- Provided recommendations, as part of a multidisciplinary team, which aligned different standpoints and added value to any intervention on site.

Selected Accomplishments:

- ☞ Reduced construction safety incidents by 25%.
- ☞ The committee was recognized as best practice by the Facilities Global Team.

Senior Manager Space Planning

2005 – 2007

- Responsible for Real Estate strategic planning, including workspace and parking provisions during an aggressive start up.
- Accountable for the Definition and Approval of Aesthetic Standards for the site.
- Managed space planners and associated support staff to achieve space planning goals and objectives.
- Defined site space planning needs, based upon long-range plan.
- Translated business requirements into highly functional facility plans.
- Communicated facility plans throughout the organization, including presentation and communication with executives at all levels.
- Analyzed annual changes in the long-range plan headcount.
- Coordinated major personnel and equipment moves.

Selected Accomplishments:

- ☞ Accomplished an effective provision of space (admin, conference, warehouse, restrooms, cafeterias and parking) by implementing a strategic real-estate / space-planning plan resulting in a successful startup and hiring campaign.
- ☞ Completion and preservation of world class aesthetic site standard by establishing a strong set of requirements resulting in a cohesive appearance.

IPR PHARMACEUTICALS, INC. (ASTRAZENECA) –

2000 - 2005

Essential Duties and Responsibilities: Construction Project Manager and Procurement

- Perform architectural work assigned and ensure that manufacturer and customer requirements are met.
- Manage and execute assigned Capital Construction projects on time, within budget allocation, and following the established site instructions.
- Train and supervise drafters and project designers.
- Coordinate the utilization of architectural and/or engineering expertise outside the plant for the proper implementation of Capital Projects Assigned.
- Ensure all required documentation is obtained from design contractors.
- Play a significant roll and assist in the establishment of the Architectural design standards to be used for all new plant design, and modifications to existing facilities. Provide technical expertise to management to understand and properly apply these standards. Make recommendations based upon sound technical reasoning and practical experience.
- Revise and approve all architectural, interior, interior planning, and landscape design submitted from outside sources.
- Develop procedures for the effective implementation of architectural and engineering projects.
- Provide technical support to the maintenance group in the solution of complex plant architectural and engineering projects. Support the technical development and administration of projects assigned.
- Assist in the development and management of the capital budget.
- Responsible for ensuring all safety procedures are followed during the execution of projects utilizing company resources or that of contractors.
- Develop and administrate Contract Agreements for Design and Construction Projects.
- Responsible for the procurement of equipment for pharmaceutical construction projects.
- Serve as the Project Leader for the development of the concept definition, preliminary design, detail design, construction drawings and technical specifications for the construction of numerous projects, including a 5,000 s.f. hazardous material and waste storage facility, and a manufacturing in-process warehouse.
- Coordinate activities with the end user, environmental department, utilities department, procurement department, safety department, and all concerned sections and parties, for the successful completion of these projects.
- Coordinate, as the Project Leader and Owner representative, all aspects of the construction of a manufacturing in-process warehouse, including cost control, general construction management, as well as commissioning and validation procedures.
- Responsible for the supervision of resources and staff assigned to the projects, such, but not limited to, designers, inspectors, contractors, safety officers, maintenance employees, loss control employees, technical services staff, financial liaison, drafters, environmental department staff, and validation subcontractors.

ARVE ARCHITECTS AND DESIGNERS

1987 - 2000

- Develop design, construction drawings, and contract documents, management of governmental agencies' endorsements, architectural models, presentation drawings and supervision of construction phase for private projects.
- Execute perspectives, drawings, and presentations for private residential and commercial projects.
- Speaker and panelist for seminars and workshops.
- Develop reports providing opinions related to construction and construction regulation issues for attorneys/advisors.
- Develop, manage, and organize events, activities and programs related to architecture and construction issues, such as "V Bienal de Arquitectura de Puerto Rico" and the weekly radio broadcast by the CAAPPR, "Obras que se ven y se viven", as well as several seminars.

EDUCATION

Master's Degree - Architecture, Medal Alpha Ro Chi - Honor Acknowledgement for Academic Achievement
University of Puerto Rico, Graduate School of Architecture

Bachelor's Degree in Environmental Design, Cum Laude
University of Puerto Rico School of Architecture

REGISTRATIONS Puerto Rico Architecture Professional License 9949, through the
National Council of Architectural Registration Boards' Examination (NCARB)
Including reciprocity in 45 US States and Territories

TRAININGS

Lean Six Sigma; xGMP Current Trends and Practices; **OSHA 30 hours**; EHS Hazards Communication; **Microsoft Projects**; Engineering Projects Risk Management; **Architectural Finishes for Manufacturing Areas Chemical Compatibility**; xGMP Buildings Facilities Inspection Procedures; **Change Management**; The Seven Habits of Highly Effective People, by Stephen R. Covey.