

Jeff Costa, PMP

Relocating to Colorado summer 2019 | (760) 703-5704 | me.jeffcosta@gmail.com | www.linkedin.com/in/jeffreyncosta

Accomplished leader, manager, problem solver, and team builder with experience in supply chain management, financial management, and logistics operations with a M.A. in Administrative Leadership. Strong interpersonal communication skills with the ability to align cross-functional teams and projects, while forging positive business relationships with clients and team members from diverse backgrounds. Possesses executive-level, international project management, and learning development experience. Experience with Oracle based ERP and proficient with Microsoft Office programs.

PROFESSIONAL EXPERIENCE

UNITED STATES MARINE CORPS

Manager, Supply Chain Management, Marine Corps Tactical Systems Support Activity

San Diego, CA

2014-2019

Provides testing, engineering, and technical support for Department of Defense command, control, communication, computer, and intelligence systems. Supervised 2 managers and 11 employees.

- Led the supply chain team responsible for the inventory management of \$125M worth of materials.
- Developed procurement and sourcing strategies and monitored contracts to ensure required materials, supplies, and services were ordered and delivered to the customer on time.
- Led cross-functional teams to resolve issues related to supply chain and logistics operations. Proposed solutions and initiated actions to accomplish organizational objectives.
- Coordinated and monitored distribution networks to ensure incoming and outgoing shipments were processed and receipted for on time.
- Assisted with the development of policy to implement processes and procedures designed to reduce the risk of material loss, waste, and abuse.
- Monitored performance metrics and identified efficiencies to enhance productivity and improve customer support.
- Instituted systematic initiative to selectively purge excess materials; reduced total inventory by \$20M while increasing capacity for emerging requirements.
- Oversaw warehouse operations involving the storage of materials, disposition of excess materials, and handling of in transit goods.

Manager, Logistics Operations, Combat Logistics Regiments - 35

Okinawa, Japan

2012-2014

Headquarters for three subordinate organizations. Provided supply chain management and equipment maintenance support to units dispersed between Japan, Hawaii, and Australia. Supervised 3 managers and 20 employees.

- Assisted in the development of the supply chain to support pre-positioned materials for recurring international military training along with Humanitarian Assistance and Disaster Relief operations throughout the Western Pacific Region.
- Led an extensive planning effort with a cross-functional team to design and rehearse logistics actions in response to regional threats.
- Served concurrently as the Executive Officer for an organization consisting of 2,000 people. Advised the Chief Executive Officer on administrative matters and coordinated staff interaction.

Deputy Director, Field Supply Maintenance Analysis Office

Okinawa, Japan

2010-2012

Implemented new Enterprise Resource Planning (ERP) software. Conducted analysis of supply chain and logistics processes and procedures to ensure compliance with policy. Supervised 4 managers and 82 employees.

- Planned the accelerated implementation of Global Combat Support System-Marine Corps, an Oracle e-Business Suite ERP designed to modernize logistics and supply chain management functionality. 52 Navy

and Marine Corps organizations dispersed between Hawaii, Japan, and South Korea were operating the new system four months ahead of schedule with a cost savings of \$16M.

- Created and led a continuous process improvement team focused on resolving systemic supply chain and logistics issues; utilized Lean Six Sigma principles to improve organizational performance.
- Led collaborative planning efforts to reinstitute a Headquarters Marine Corps logistics, supply, and maintenance analysis team. Developed comprehensive audit checklists designed to assess compliance to policy.
- Created Marine Corps policy to address changes in procedures and identify policy gaps as a result of the recently released ERP.

Manager, Supply Chain Management, Marine Wing Support Group - 37 San Diego, CA 2008-2010

Headquarters for four subordinate organizations. Provided airfield operations, engineering, transportation, medical assistance, food service, and security support to aviation units. Supervised 3 managers and 9 employees.

- Planned and executed two annual budgets averaging \$11.8M ensuring all validated requirements were funded and sourced.
- Oversaw the supply chain to identify and procure materials to support military operations in Iraq. Worked with both United States and regional suppliers to source required materials.
- Developed capability solutions to meet emerging operational requirements while selectively identifying excess equipment. This identification eased current resource restraints and supported a strategic shift of resources to Afghanistan.

EDUCATION | CERTIFICATIONS

Project Management Professional (PMP) | Project Management Institute

M. A. Administrative Leadership (4.0 GPA) | University of Oklahoma

B. S. Criminal Justice Administration | San Jose State University