Paul H. Leiner
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EDUCATION: State University College at Buffalo
Niagara County Community College

WORK EXPERIENCE:

VWR Chemicals
Sanborn, NY

03/15 – 05/17
Chemical Manufacturing Supervisor: Responsible for the manufacture of Chemical products used in the biotechnical industry including semi-essential amino acids, buffers, bases and acids. Direct supervision of two production shifts (~13 Chemical operators) including training, time keeping, discipline and professional development. Revised, audited and reviewed Batch Records, Work Instructions and SOPs. Performed batch confirmations in SAP.

Vishay Thin Film
Niagara Falls, NY

01/15 – 03/15
Production Supervisor: Responsible for the manufacture of thin film resistors according to customer specifications, Mil Standards, TS and ISO requirements. Supervision of ~44 production operators including: Inspection, Electro Plating, Assembly, Laser Machinists, Deposition, Etching and Photolithography personnel. Responsible for time keeping, performance reviews, discipline and training of personnel. Coordination of activities between Primary, Plating, Assembly, Inspection and Saw departments. Completion of all necessary Traveler documentation and updates to ERP databases.

Harmac Medical Products
Buffalo, NY

05/14 – 10/14
Production Supervisor: Responsible for the manufacture of critical medical devices according to customer specifications, company Standard Operating Procedures and Regulatory requirements. Direct supervision of ~21 production operators, including discipline, training and time keeping. Issuance and completion of Job documentation, all in-process, safety and 5S audits.

US Postal Service
Niagara Falls, NY

03/14 – 05/14
Letter Carrier: Responsible for the accurate and timely delivery of US mail to individual customers. Maintain accurate records of deliveries. Meet schedules for the collection and return of mail. Deliver to the post office mail collected from the route. Sign for COD, certified and registered mail. Obtain signed receipts for registered, certified, and insured mail; collect associated charges; and complete any necessary paperwork.

Fresenius Kabi USA
Grand Island, NY

08/88 – 10/13
Production Supervisor: Responsible for filling the production schedule of sterile injectable products; coordination of Filling, Component Preparation, Inspection and Formulation departments. Direct supervision of ~16 Filling and Capping operators and completion of all batch documentation. Ensured that direct reports develop and maintain necessary qualifications via training programs. Identified and implemented process improvements as well as supported kaizen, 5S and OEE initiatives. Additional duties included serving as the Subject Matter Expert for liquid and gas filtration and being fully qualified for cleanroom operations.

Associate Validation Scientist: Responsible for process validation of production equipment including sterilizers, vial/stopper washers and associated processing equipment; authoring and executing validation protocols and investigative studies; preparation of master batch records and Notices Of Experiments; coordination of HEPA filter certifications by outside contractors and in-house testing of HEPA filters as needed; initiation and revision of SOPs.

Microbiology Laboratory Technician II: Responsible for collection, testing and trending of plant utilities; environmental control of restricted access and filling related areas; laboratory equipment calibration; training of laboratory personnel; quality control audits.

NY Air National Guard
Niagara Falls, NY

12/91 – 01/00
Vertical Construction Journeyman: Supervised Air Force construction crews and responsible for the maintenance of military facilities.

US Army/
NY Army National Guard

09/84 – 11/91
Single Channel Radio Section Chief: Responsible for the installation, operation and maintenance of U.S. Army communications equipment and for the training and welfare of a 12 soldier team.