

Rami Sweidan

248-819-7264

Troy, MI 48085

swidanrami@gmail.com – LinkedIn profile; www.linkedin.com/in/ramisweidan

Executive Manager / Plant Manager / Coaching and Mentoring Teams

Experienced automotive executive management professional made a career change to government 4 years ago to utilize my experience and advance my skills. As an executive manager coaching and mentoring teams is the base to build a strong municipal government. Experience in budgeting, planning, and reporting all necessary information to employees and public.

Executive Manager

- Leadership
- Relationship Builder/Mentor
- Meet Customer Demands
- Strong communication skills
- Strong Team Player
- Budgeting and forecasting
- Collaborator always willing to help

Plant Manager

- Customer Interface
- Standardized Delivery Processes
- On-time Sourcing
- Accurate Forecasting
- Budgeting
- Customer Satisfaction
- Key Performance Indicator (KPI)

Personal Attributes

- Coaching and Mentoring Teams
- Leadership
- Strong Communication Skills
- Strong Team Player
- Quick, Adaptable, and analytical
- Collaborative Always Willing to Help

PROFESSIONAL EXPERIENCE

City of Lathrup Village, MI

January/11/2021 to present

Mentored by City Administrator to become a City Manager

Head of Building Department, Department of Public Services (DPS), Building Maintenance, and Code Enforcement Officer

Responsibilities:

- Writing procedures for each area of the building department.
- Maintain City Hall Property, and maintenance if required.
- Operations of DPS, and maintaining of equipment by putting together a preventive maintenance program.
- Accounts payables
- Responds to and investigates allegations of violations of Municipal, Land Development, and Property Maintenance Codes to determine the validity of complaints and the appropriate course of action to mitigate issues.
- Notification of issues given in writing, by phone, in person, and electronically.
- Schedules and performs systematic property maintenance inspections to maintain or achieve minimum property standards.
- Prepares records and reports pertaining to abatements, court actions, daily activities, enforcement actions, and inspections.
- Compiles documentation for and issues summons.
- Write letters to violators, to accomplish compliance
- Input all violations into BS&A, and keep accurate records and photos.
- Put a process in place and write the code enforcement manual
- Maintaining website page, e-news letter, and quarterly booklet.
- Responsible for up keeping SeeClickFix, responding within the 24 hours of complaints.

KNOWLEDGE & SKILLS:

- Ability to establish and maintain effective working relationships with employees, citizens, and elected officials; Handle sensitive or stressful situations with tact and diplomacy
- Ability to communicate effectively both orally and in writing; ability to make presentations
- Ability to read, interprets, and explains City codes and site plans, maps, and work plans

City of Pontiac, Pontiac, MI

Sept/8/2020 to Jan/08/2021

Code Enforcement Officer

Responsibilities:

- Responds to and investigates allegations of violations of Municipal, Land Development and Property Maintenance Codes to determine validity of complaints and the appropriate course of action to mitigate issues.
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Bloomfield Township, Bloomfield, MI

7/2019 to 5/2020

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City of Clawson, Clawson, MI

Sept/17/2018 to 9/8/2020

Code Enforcement Officer

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Airboss Flexible Products Co., Auburn Hills, MI

Aug 2015 October 2016

Plant Manager

- Report results of production by utilizing MS Excel, Word, and Access, QAD, (daily manufacturing, labor cost, scrap loss, weekly production goals, day-to-day employee efficiencies, and quality parts per million (PPM), improved projects, and safety reports.
- Develop and communicate yearly long-term goals and budgeting (\$48 Million) with V.P of operation
- Identify and improve significant safety and environmental impact of plant operations (safety committee)
- Monitor key performance indicators (KPI) weekly to ensure production targets being met
- Scheduled daily production per QAD system, and molding machines to run on a regular basis
- Communicated regular materials used with warehouse and purchasing personnel

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- Expressed financial goals, and spending with V.P of operations, and accounting department

Accomplishments

- Scrap rate reduced by 12%; saved \$78,000/yr.
- Reduced travel waste at workstations and throughout the facility
- Improved project from the coater to production. (Increased production by 18%)
- Saved \$365,000/ year in labor only. Saved \$280,000/year by improving the production of parts.
- Found several discrepancies with the outside source in Mexico that saved 22% of the outsource cost
- Oversaw and conducted training in all areas of the plant
- Enforced and trained in FIFO, JIT, and 5S & Lean Six Sigma.
- Created a continuous improvement team; apply training in Six Sigma Green Belt.
- Yearly budget of \$48 Million

Wayne County Community College– Detroit, MI (part-time)

September 2013– Sept 2019

Adjunct Professor

- Created a syllabus for each course.
- Certified to teach; Business 150, Business Analytics 240, Marketing 200, Economics 241, Finance 110
- Certified to teach online

RS oil (Sold), Allen Park, MI

Nov 2011 – Sept 2012

Owner, Manager

- Gas station with convenient store

Real estate, Michigan Area

March 2009 – Nov 2011

Bought and remodeled homes

- Electrical
- Plumbing
- Complete remodeling and rehabbing single family homes

R&S Assembly, Inc. Detroit, MI (shut down 2008)

March 1996 – July 2008

CEO and President

- Founded the company in 1996
- Wore many hats throughout the 13 years.
- Took tedious assemblies from suppliers, saved 12% to 25% on each project
- Grew company thru contract negotiation to \$5 Million in revenue per year.
- Responsible for Budgeting, purchasing, Accounting, and day to day production

Foamade Industries, Auburn Hills, MI

June 1991 – March 1996

- **Team Leader**, Waterjet Department

- Responsible for daily production
 - Continuous Improvements of department
 - Training employees
 - Staying ahead of company goals
 - Maintaining company mission without sacrificing quality
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EDUCATION & CREDENTIALS

- **Ph.D. (candidate) Bus. Management with a concentration in leadership, Graduation date 2022**
- Masters of Business Administration Concentration in Project Management, Keller Graduate School of Management, Southfield, MI - 2014
- Baccalaureate of Business Management, DeVry University, Southfield, MI - 2011
- Baccalaureate of Science Electronics Electrical Technology, Wayne State University – Detroit, MI – 1997

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Certifications

- Six Sigma Black Belt, 2016
 - Online teaching cert., 2015
- Tuck Executive Education at Dartmouth, 2006
Mentorship thru Lathrup Village city manager