

KEVIN SUBLETTE

Chehalis, WA 98532

sublettekevin@gmail.com

816651782

To secure a challenging and rewarding position, providing an opportunity to apply broad experience and a proven record of success in a variety of products and services.

Authorized to work in the US for any employer



WORK EXPERIENCE

Asset Manager

North Bend City / Coos Curry Public Housing - North Bend, OR

September 2019 to August 2020

Managed maintenance department to include responsibility for administration of all service contracts. Capital improvements management to include working with bidders, contractors and bid process management. Quality control and follow up ongoing for each project and service.

Owner/President

WKS Consulting - Minot, ND

June 2016 to August 2019

Consulting and salvage monitoring to various insurance providers in the Mid-West.

Branch Manager

Insurance Auto Auctions - Springfield, NE

June 2004 to April 2016

Responsibilities: Supervising a team of 45 full time employees, monitoring all branch activities, overseeing set-up of facility for weekly auctions, recommending and implementing security measures, troubleshooting problems in the branch and with the sale process as needed, training other branch employees on various functions, actively enforcing company policy and reporting or responding appropriately to all violations or reports of violations, monitoring lot inventory/infrastructure, maintaining inventory of vehicles/parts and assisting with other branch demands as needed.



EDUCATION

Bachelor of Science in Political Science

Florida State University Tallahassee - Tallahassee, FL

May 1988



SKILLS

- Customer Service (10+ years)
- Customer Support (10+ years)
- Customer Care (10+ years)
- Process Management (10+ years)
- Asset Management (10+ years)
- Process Improvement (10+ years)
- Project Management (10+ years)
- Change Management (10+ years)
- Hr Policies & Procedures (10+ years)
- Logistics (10+ years)
- Management Experience (10+ years)
- Profit & Loss (10+ years)
- Strategic Planning (10+ years)
- Business Analysis (10+ years)
- Quality Management (10+ years)
- Quality Control (10+ years)
- Safety Management (10+ years)
- Inventory Control (10+ years)
- Insurance (10+ years)
- Employee Relations (10+ years)
- Employee Evaluation (10+ years)
- Employee Orientation (10+ years)
- Employee Engagement (10+ years)
- Supply Chain Experience (10+ years)
- Supply Chain Management (10+ years)
- Logistics Management (10+ years)
- Social Work (1 year)
- Microsoft Office (10+ years)
- Sales Management (10+ years)
- Sales Experience (10+ years)
- Interviewing (10+ years)
- Hr Policies & Procedures (10+ years)
- HR (10+ years)
- Marketing (10+ years)
- ADP (10+ years)
- Customer Relationship Management (10+ years)