

Cody Dobbs

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Education

M.B.A. Information Systems, Ashford University

B.A. Finance, Ashford University

Qualifications & Training

- Project Management Professional (PMP)
- DCPP Intake Foreman's Assistant
- EPRI Nuclear Utility Procurement Training
- DCPP Confined Space Supervisor
- AWS Cloud Practitioner
- IBM Data Science Certificate
- DCPP RCA Access
- DCPP Facilitative Leadership

Relevant Experience

Pacific Gas & Electric Company, DCPP

Senior Procurement Specialist [Material Coordination Team Lead] 2023 – present | Diablo Canyon

- Member of INPO Parts & Work Management group, representing DCPP during meetings in Atlanta
- Assist with Department TIP goal development and implementation
- Train and review work of other coordinators, create/improve work instructions, job aids, and processes
- Lead the team to complete outage related milestones, and meet daily work milestone expectations
- Initiate and foster cross-functional collaboration between Procurement, Planning, and Work Control.
- Ensure compliance with administrative and procedural Supply Chain requirements
- Manage Microsoft Access Database, report on metrics, provide regular and ad-hoc reporting
- Document Microsoft Access & SAP processes in preparation for SAP upgrade to S4/HANA
- Prioritize work for Commercial Buyers, Technical Specialists, and Quality Receipt Inspection team
- Determine when quality related parts are necessary given work scope, system, and functional location
- Write notification tasks to appropriate work group to evaluate material complications or restrain work orders
- Host internal meetings to facilitate material availability and convey team priorities
- Attend regular Daily & Outage Work Control meetings, address material roadblocks, solutions, and scheduling
- Provide superior customer service for any department that requires materials for work
- Work alongside Business Analysts on data cleanup, presentation, and special projects
- Provide Finance department with data for material usage, returns, forecasting, costs, outage comparisons, etc.
- Manage on-site material rebuilding: write notifications, create work orders, coordinate with scheduling
- Work independently with only general direction

Materials Handler 2022 – 2023 | Diablo Canyon

- Handle material movements electronically in SAP, and physically deliver to all groups within DCPP
- Created a shared spreadsheet to track Hot/Emergent material pickup
- Stock materials received from vendor, cycle count inventory for accuracy
- Process repairable and blocked inventory. Determine next actions and owners
- Problem solve material, storage, and delivery issues, handle emergent needs
- Receive material, check for special instructions, and conduct receipt inspection activities
- Determine that material received/issued adheres to purchase order requirements, and is acceptable for use
- Conduct analysis of all available storage locations at main warehouse, and consolidate where possible
- Cover lead position regularly during swing shift, taking ownership of warehouse activities with limited supervision

San Luis Obispo County Health Agency, Data Analyst

2021 – 2022 | San Luis Obispo

- Write dynamic SQL queries for data reporting, create visualizations and KPI dashboard for leadership
- Manage compliance of U.S. Web Accessibility laws and CFR Title 42
- Advise on UI changes to client facing portals and website changes
- Manually create and edit online forms used by psychologists and psychiatrists when assessing patients
- Create custom formulas and add logic to professional forms to calculate risk or likelihood for diagnosis
- Work with software company representatives on product and process improvement
- Update contract language to reflect regulatory changes
- Act as the subject matter expert for RFQ on database software contract bidding/negotiation process
- Aggregate SLO County Health data and create reports to fulfill CA State reporting requirements

Ball Tagawa Growers, Operations Manager

2019 – 2021 | Arroyo Grande

- Work with suppliers and sales reps to maintain mutually beneficial relationships and contracts
- Welcome suppliers and fellow growers to tour our facility and share learning opportunities and industry standards
- Visit grower events to learn about suppliers, check for shared quality issues and potential improvements
- Document and trend quality issues alongside Master Grower, for analysis and for industry knowledge
- Forecast sales, material requirements planning, and cost analysis for practicality and cost-effectiveness
- Determine best use of greenhouse space by analyzing costs, growing timelines, and resource availability
- Product Receiving (shipping logistics, quality checks, automation, proper documentation)
- Manage Live Tissue Culture Program and ensure international licenses were sufficient, compliant, and up-to-date
- Lead internal meetings and performance reviews for a crew that grows during peak seasons

Purnell Gear, Operations Coordinator

2017 – 2018 | Santa Barbara

- Oversee shipping and receiving, manage stocking levels, process orders
- Manage website design, functionality, customer interactions, and Google Analytics
- Inspect all incoming shipments for factory errors, misprints, poor workmanship, etc.
- Collaborate with Purchasing Manager, Controller, and owner on business direction, processes, and procedures
- Travel to represent the company in B2B settings, maintain supplier relationships, and score performance
- Meet with textile companies alongside Product Manager regarding raw materials for clothing
- Transfer and account for materials at two warehouse locations

Compass Health, Inc, Office Manager

2014 – 2017 | Grover Beach

- Manage bookkeeping and accounting for several business locations
- Purchase office and medical supplies, manage inventory, receiving, and product quality
- Maintain relationships with banks, vendors, and distributors
- Ad-hoc reporting for Finance and HR departments using SQL and Excel
- Interview, hire, train, and advise new employees. Lead employee performance review meetings
- Develop new hire orientation Powerpoint, presenting weekly
- Hire and manage multiple office staff to oversee bookkeeping and petty cash handling activities
- Daily quality check of bookkeeping practices, and ownership over financial accountability for all staff
- Daily audit of each employees work and true-up with petty cash balances at end of the shift

Relevant Skills

Supply Chain Process

Procurement, Shipping, Receiving,
Quality Control, Change
Management, Coordination

SAP

Data Management for Nuclear
Supply and for Greenhouse Ops

Quality Inspections

Nuclear Materials, Live Tissue
Cultures, Fabrics, Textiles,
Medical Supplies

Supplier Management

Strategic Relationships,
Improvement Strategies,
Performance Reviews, Defect
Reporting

Excel, Access, SQL

Lookups, Power Pivot, Functions,
Visualizations, Queries, Macros,
Data Aggregation

Communication

Effective written and oral
communication, including
presentations

Material Requirements Planning

Cost Analysis, Needs Assessments,
Business Case Reviews, Calculating
Raw Material Requirements

Compliance Management

10 CFR 50 Part 21 and Appendix
B, CFR Title 42,
Web Accessibility, GAAP, Export
Licensing