

Randy Knoll, MBA

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PROFILE

Randy Knoll is an experienced strategic planner with proven leadership abilities and troubleshooting skills. Mr. Knoll possesses a unique blend of financial management, customer/brand awareness and creative leadership experience – a successful mix for product, project or grant management positions across a variety of industries.

Six years experience with grants and project management; Four years of experience in the Financial Service Industry traversing private global money management and brokerage firms. Five years as a professional baseball player, Mr. Knoll has spent over 10 years volunteering with the Boy Scouts of America, serving as Unit Commissioner over roughly 150 young men and leaders for the past 4 years. Accustomed to working in fast-paced team environments utilizing scheduling, resource management, project management and marketing skills.

A self-starter proficient in MS Office, Presentations, Verbal and Written Communication, Project Coordination, Leadership, and Project Management. Currently studying to sit for the Project Management Professional (PMP) certification in 2017.

EXPERIENCE

Manager, Business Operations 2015 - Present

University of Mississippi Medical Center
Jackson, MS

Direct, plan, organize, coordinate and manage all daily business and administrative operations of the Jackson Heart Study. Continually seeking out opportunities to improve and streamline operations while adhering to departmental short and long range goals and objectives. Manage project budgets in the amount of over 4 million per year, in addition to maintaining staff effort levels for billing purposes. Supervise 2-4 project staff and 16 Research University sub-awards. Collaborate with senior management in the strategic planning, direction and coordination of efforts both currently and for the future prospects of the project.

Office Director II - Project Director 2010 - 2015

Mississippi Emergency Management Agency
Pearl, MS

Director of first wind retrofit project in the state of Mississippi. The concept for this project was to address the need of harder homes to withstand hurricane force winds by utilizing innovative construction methods on unique individual homes. This project was brought to market after careful and deliberate consideration was given to performance measures, market demand, scalability and cost benefit analysis. Lead and supervise project team of 6 employees between 2 locations (Pearl & Biloxi MS). Developed short and long range forecasting and schedules to maximize efficiency and reduce project costs. Worked with contractor during the pre-award phase to negotiate final budget and conditions of award contract ensuring compliance with federal, state, and local laws and policies. Assisted in and approved project marketing strategy for TV, radio and print media channels. Independently prepare reports and reviews of work progress and project operations. Experienced a 300% participation increase upon successful negotiations with grantor to reduce homeowner cost share from 25% to 10%. Prepare briefings for Executive Director and management staff of project deliverables, performance, major client issues along with current trends. Research, develop causes and recommend courses of action to solve issues with any escalating problems. Provide fiscal oversight, keeping detailed records and identification of all grant monies spent. Exhibitor at key trade shows, providing ongoing education about the project and the importance of having a stronger home.

Bureau Director II - Special Project Director 2010 - 2012

Mississippi Department of Finance and Administration
Jackson, MS

Managing analyst of the \$578 million State Fiscal Stabilization Funds awarded by the Federal Department of Education. Monitored all aspects of the grant funding including research, review, submission, approval, regulation, tracking, and reporting of requirements. Regularly monitor grants, contracts and interagency office personnel records. Successful phone and desk review audits with zero findings from the US Department of Education, the Government Accountability Office and State of Mississippi's Auditors Office over the life of the grant awards.

Consultant - Project Manager 2009 iCooper

Washougal, WA

Managing all aspects of the creation and development of a company-wide customer support utilizing various mediums including live customer service, website faq's and product demo. Made logistical recommendations to senior management based on best practice, business trends and product life cycle. Worked closely with cross functional teams ensuring all customer support needs were met. Vetted current processes making recommendations to improve performance.

Investment Counselor 2008 - 2009

Fisher Investments

Vancouver, WA

Served as relationship manager and investment counselor to Fisher Investments clients. Acted as liaison between affluent clients and the Investment Policy Committee communicating market strategies, strategic decisions, and portfolio structure. Maintained a book of business clients while simultaneously prospecting and incorporating new business investors.

Premium Service Representative 2005 - 2008

Fidelity Investments

Salt Lake City, UT

Utilized Oracle CRM tool to record interaction in an effort to have more meaningful conversations and produce future sales opportunities. Worked closely with Sales, IT, and management to ensure accuracy and timeliness of sales. Corrected discrepancies, customer errors, and reconciled account data to ensure accuracy for both the client and firm. Team leader in customer satisfaction accolades, leading to corporate team recognition. Listened to clients goals to create a vision and strategy to accomplish their financial objective.

Shift Supervisor - Materials 2000 - 2001

Jabil Circuit

St. Petersburg, FL

Responsible for safety, quality and performance of both Inbound and Outbound across warehouse operations. Maintained production continuity through accurate and timely order flow execution. Worked closely with cross functional team including HR, Finance, Production, Facilities, Safety, Analysts and other Operations Managers to ensure production and operation expectations were met. Worked closely with Inventory Control Analysts utilizing Jabil's internal software and SAP/Inventory Control system tools, KANBAN and other Lean initiatives.

Professional Baseball Player 1995 - 2000

Philadelphia Phillies

Philadelphia, PA

Drafted by the Phillies Organization in June 1995 as high 3rd round pick. Received various honors including: South Atlantic League All-Star, Pitcher of the month May 1996, Organizational leader with 2.09 ERA.

EDUCATION

Masters of Business Administration, emphasis Financial Planning 2008 -- Westminster College, SLC, UT.

BA History, Minor in Business Management 2005 -- Brigham Young University, Provo UT.