

# Wayne D. Vanderlaan

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## Summary

I am looking to use my skills and extensive experience to assist with the leadership and development of organizations. I can help create and maintain a culture that will effectively lead to an organization's success and can inspire an organization's members to grow. I am highly motivated and willing to take on any challenges that organizations may encounter.

## Employment Experience

### **Advanced Fulfillment Inc. – (2003 to 2021)**

*Packaging, assembly, commercial sewing, and product fulfillment*

*Company size – 60 employees*

Co-Owner

Responsible for financial and operational oversight (2008 to 2021)

General Manager

Responsible for all areas of corporation (2003 to 2008)

### **Manufacturers Supply Company – (2008 to 2020)**

*Distribution of components for manufacturing with 3 locations in the U.S.*

*Annual Revenues - \$60 million      Company size – 125 employees*

Vice-President of Operations

Responsibilities include:

Distribution operations, facilities, and administration

Lean implementation and continuous improvement initiatives

Leadership development

Financial oversight

Strategic and financial planning

Business acquisition integration

Branch location planning and start-up

Quality and ISO certification

### **Performance Die Cutting and Finishing – (2007 to 2018)**

*Die cutting and finishing of nonmetal components*

Co-Owner

Responsible for financial and operational oversight

### **IKON Office Solutions Inc. (now Ricoh Corp) – (1984 to 2001)**

*Retailer of office equipment with multiple locations throughout the world*

*Annual Revenues - \$120 million      Company Size – 200 employees*

Marketplace President, Vice-President of Operations, General Manager, Director of Digital Solutions, Branch Manager, Sales Manager

Responsibilities included:

Sales and Sales Management

Distribution operations, facilities, administration, and accounting

Strategic and financial planning

Business acquisition integration

Branch location planning and start-up

Project Management

## **Professional Experience**

Provide leadership for all operational aspects of dynamic organizations, including order fulfillment, accounting and financial management, sales management, customer service and retention, property management, information technology, inventory management, quality, purchasing and supplier management, human resources and personnel development, and public relations.

Implement leadership development for employees.

Plan and create corporate visions, missions, and financial strategies with leadership teams.

Utilize whole organization, “big picture” experience through business ownership.

Manage the financial aspects of organizations, including forecasting, budget reviews, wage planning, and bank and accountant relationships.

Plan and direct major projects, including ERP software changes, new location openings, building moves, floorplan changes, new technology integration, process changes, and mergers and acquisitions.

Establish and maintain a continuous improvement culture through the implementation of lean philosophies and the creation of a simple, easy-to-use continuous improvement strategy, to gain efficiencies and reduce expenses.

## **Professional Competencies**

**Directing Vision and Purpose** – Communicate a compelling vision and sense of purpose; inspire and motivate an entire organization.

**Strategic Ability and Perspective** – Anticipate future consequences and trends accurately; look towards broadest possible view of an issue or challenge; have a wide array of business experiences.

**Organizational Agility and Interpersonal Savvy** – Know how to get things done in a rapidly changing environment through formal channels and informal networks; understand reasoning behind key policies, practices, and procedures; understand the cultures of organizations; build rapport and constructive relationships; relate well to others.

**Developing Others and Building Effective Teams** – Develop others through mentoring, leadership, and effective communication; establish clear directives; maintain a two-way dialogue with others on work and results; provide challenging tasks and assignments; let people finish and be responsible for their work; blend people into teams and create a sense of belonging; create strong morale and spirit.

**Effective Communication** – Possess strong written communication skills; can speak confidently and effectively in public; capable of transparent, yet discreet, communication of organizational plans.

**Customer Focus** –Dedicated to meeting the expectations and requirements of internal and external customers; establish effective customer relationships by gaining their trust and respect; handle difficult customer situations with tact.

**Business Acumen** – Have a good understanding of all aspects of a business; balance business priorities successfully; understand how operational issues impact the financial well-being of the organization.

**Integrity and Trust** –Truthful, direct, and approachable; keep confidences; admit mistakes; do not misrepresent myself for personal gain; maintain a humble personality.

**Education** Calvin College - Grand Rapids, MI (1980 to 1984)  
BA in Business Administration

**Personal** Board of Directors – The DOCK Ministry  
Vision Team Board Member – Calvinist Cadet Corp/Christian Cadet Club  
Board of Directors – Volunteers In Service  
Advisory Board Member – Roosevelt Park Ministries  
New Building Design Team – South Christian High School  
Volunteer at several non-profit organizations