

Reyes M. Gonzalez

OBJECTIVE To join the management team of a higher education institution where my leadership, reengineering, problem solving skills, and highly ethical standards may be utilized in fulfilling the mission of the institution in providing impeccable services to the students, faculty, and staff.

PROFILE Exceptional combination of leadership, team building and interpersonal skills to lead and motivate team members to strive for excellence in performance

Strengths:

- Reengineering skills
- Analytical and problem solving skills
- Strategic planning skills
- Creative and innovative
- Manage by objectives
- Flexible and adaptable
- Diplomatic and excellent people skills

EXPERIENCE

CHICAGO PUBLIC SCHOOLS, Chicago, Illinois 60603

Director of Facility Planning and Real Estate Management, 10/2003 – Present
Provide the leadership to manage the design and new construction capital program, as well as manage the Board's real estate portfolio and the operation of a 500,000 sq. ft. administrative building.

- Oversaw the construction of six elementary schools and two high schools
- Oversaw the design of six additions, four elementary schools, one middle and one high school
- Led the value engineering process of new schools
- Led the review of master specifications and the standardization of school building systems and educational components
- Initiated a cost reduction program for the operation of the Central Office building

DE PAUL UNIVERSITY, Chicago, Illinois 60604

Graduate Assistant, 9/2003-12/2003

Assist two professors in performing research in total quality management, total quality techniques, and inventory methods.

A& R CONSULTING, Chicago, Illinois 60068

Financial Consultant, 2/2000 to 10/2003

Perform financial analysis of accounts, perform preparatory reports for annual external audit, perform preparatory work for tax schedules, design and set-up the fixed assets accounting system, perform bank reconciliation, resolve pending outstanding checks, review business processes and make recommendations for improvement, and perform other accounting and financial reports as required.

PRINCETON ENGINEERING AND DEVELOPMENT, Chicago, IL. 60630
General Contractor and Builder, 8/2000 – 12/2002

Established a company to develop properties and build estate homes valued over \$1.2 million. Participated in the design of the projects as well as in the acquisition of permits, bids solicitation and evaluation, and contract negotiation. Supervised the construction and performed the design and installation of the electrical, plumbing, heating and air conditioning systems and finished carpentry.

CITY COLLEGES OF CHICAGO, 10/1985 – 8/2000
226 West Jackson Blvd. Chicago Illinois 60606

➤ **Vice Chancellor of Administrative Services**, 9/1999 – 8/2000

Provided leadership to the following list of functions and departments: master capital planning, facility planning, facility management, strategic planning, security, foodservice, mailroom, transportation, minority contract compliance office, purchasing, marketing, fund raising, and engineering/housekeeping personnel union negotiations

Partial list of accomplishments:

- Led the colleges in a \$348M renovation and construction program
- Developed a methodology to rank and prioritize capital projects
- Led a team in the development of the educational plan and design of a 635,000 sq. ft. campus

➤ **Associate Vice Chancellor of Administrative Services**, 5/1998- 9/1999

Shared the leadership of the Division of Administrative Services and managed risk management, engineering, housekeeping, building services and security. I oversaw the operation of the bookstores and foodservices. Acted as the union liaison with engineering and housekeeping unions, and developed the operating budget for the Division of Administrative Services

Partial list of accomplishments:

- Reengineered the minority participation and reporting program for the City Colleges of Chicago
- Developed and implemented a preventive maintenance program resulting in reducing approximately 6,000 person-hours/year
- Implemented an energy curtailment program that saves the institution approximately \$100K annually
- Conducted strategic planning workshops

➤ **Director of Auxiliary Services**, 8/1991 – 5/1998

Provided leadership and management for facility rental, risk management, foodservices, bookstores, and contract negotiation. Conducted audits of grant awards and programs. Prepared the operating budget for the Departments of Purchasing and Auxiliary Services, and monitored expenditures

Partial list of accomplishments:

- Instituted a minority business – majority business joint venture
- Reduced the insurance premiums by \$130K/year while increasing coverage and services
- Reduced electrical expenses by \$100K/year

- Reduced copier expenses by \$80K/year and installed state-of-the-art equipment without any capital investment or reduction of copiers
 - Increased foodservice revenue by 333% and obtained a \$250K advance for cafeteria remodeling while increasing the quality of services
- **Director of Purchasing and Minority Compliance, 3/1995 – 7/1996**
Managed the Department of Purchasing and Minority Compliance and provided the leadership for the procurement of \$200M in goods and services. Audited purchases and programs for program compliance.
Partial list of accomplishments:
- Increased the minority participation to approx. 24% of all purchases
 - Centralized the purchasing function
 - Instituted a purchase order tracking system
 - Consolidated purchases of major items resulting in significant savings
- **Assistant to the Vice Chancellor of Administrative Services, 7/1987- 8/1991**
Performed research and analysis and coordinated projects in the areas of facility management, construction, and renovation. Developed budgets and monitored expenditures for capital projects.
Partial list of accomplishments:
- Oversaw the construction of a state-of-the-art 544,000 sq. ft. campus for Wright College
 - Oversaw the construction of a 43,000 sq. ft. building for Humboldt Park Vocational Education Center
- **Facilities Engineer, 3/1985 – 7/1987**
Coordinated repair and renovation projects as well as planned, designed, and developed construction budgets; prepared bid specifications and oversaw the completion of construction projects
Partial list of accomplishments:
- Oversaw the construction of a 37,000 sq. ft. building for West Side Learning Center
 - Oversaw the construction of a 65,000 sq. ft. building for West Side Technical Institute

ADELITA RESTAURANT, Chicago, Illinois 60618

President, 3/1985 – 2/1989

Designed and coordinated the construction of a three thousand square feet restaurant. Performed the equipment, staff and services need analysis. Conducted the marketing efforts and provided leadership for the operation of the business.

PEOPLES ELECTRICAL AND CONSTRUCTION, Chicago, Illinois 60630

President, 1979 – 1987

Performed electrical installations and repairs; performed renovation of residential, commercial and industrial facilities.

DANLY MACHINE CORPORATION, Cicero Illinois 60402

Plant Engineer, 6/1981-3/1985

Performed cost analysis for renovation and construction projects. Participated in the design of a new manufacturing plant and installation of manufacturing equipment. Designed, prepared specifications, and supervised construction projects

Partial list of accomplishments:

- Developed and instituted an energy conservation program which realized over \$60,000 in annual savings
- Developed a preventative maintenance program for a 1.2 million sq. ft. roof system

CARSON INTERNATIONAL INC., Chicago, Illinois

Building Engineer, 6/1973 – 3/1981 (employment during high school and college)

Performed electrical and mechanical building repairs and equipment installations

EDUCATION

De Paul University, Chicago, Illinois 60611

Enrolled in the part-time MBA Program, 25% completed

Illinois Institute of Technology, Chicago, Illinois 60613

Mechanical Engineering, graduated with High Honors in December 2002

Executive Development Program, City of Chicago 9/1990- 9/1991

Nominated by the Chancellor of the City Colleges of Chicago to represent the City Colleges in the Executive Development Program offered by the City of Chicago to prominent leaders

De Paul University, Chicago, Illinois, 60604

Telecommunications Program, certificate, 4.0 GPA, 5/1994

University of Illinois, Chicago, Illinois 60607

Mechanical Engineering, 9/1975-6/1981

JOB TRAINING

Budgeting, 1995 and 1996

Attended budgeting classes offered by City Colleges of Chicago (CCC)

Strategic Planning, 1999

Attended classes on strategic planning offered by CCC

Sexual Harassment, 1995-2000

Attended classes at CCC on proper conduct to avoid sexual harassment at the work place

Employee Evaluation, 1990

Attended classes offered by CCC on evaluating employees

ACADEMIC HONORS

High Honors Recipient

Illinois Institute of Technology, 2002

Pi Tau Sigma, National Honorary Society for Mechanical Engineers
President, 1995

PRESENTATIONS Strategic Planning, 2000

Presented a workshop at the annual meeting of the Illinois Board of Higher Education

Capital Development Program, 2000

Presented a methodology for prioritizing, funding and implementing capital projects to the Illinois Community College Board

SEMINARS

Minority Participation Program, 1994-1997

Provided seminars to staff on methods of increasing minority participation

Strategic Planning, 2000-2001

Provided strategic planning seminars to the staff in Administrative Services at City Colleges of Chicago

How to do Business with City Colleges of Chicago, 1994-2002

Provided seminars to businesses on how to do business with the City Colleges of Chicago

Grant Management, 1990-1996

Provided seminars on grant management to the directors of the National Youth Sport Program

Purchasing Policies, Procedures and Best Practices

Provided seminars to CCC staff on purchasing practices and state policies and procedures

ACTIVITIES

Supervising Licensed Electrician, May 1979-Present

Hold a supervising electrician license with the City of Chicago

Real Estate Agent License, 1988

State of Illinois

PERSONAL

Church Minister, 1999-present

Saint Stephens Catholic Church
Des Plaines, Illinois

Tutor, 1995-1997

Provided math and science tutoring to high school students

Play Piano, 1988-Present

MEMBERSHIPS

Latino Scholarship Fund, 1987-1998

Chairman, 1997

University Risk Management Insurance Assoc. (URMIA), 1993-2000

National Association of Colleges Aux. Services (NACAS), 1990-2000

Chicago Area Business and Support Serv. Admin. (CABSSA), 1990-1998

LANGUAGES English, Fluent (read, write, and speak)
Spanish, Fluent (read, write, and speak)

**COMPUTER
SOFTWARES**

Financial/Accounting
Great Plains Dynamics
FAS
PeopleSoft
Oracle
Quick Books
Quicken

Other Products
Excel
Word
Access
Power Point
Word Perfect
Lotus

Pro Engineering
Pro Mechanica
Math Cad
Sigma Plot
Gifts

Solid Works
ADINA
FORTRAM
Auto Cad

REFERENCES see attached