

# Bryce D. Meyer

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**PROFILE:** 20 years experience in facilities management, project management, construction management, distribution, warehouse, procurement and management of various customer support departments. Operations Manager for a medical laboratory, leading and directing over 200 employees. Comprehensive knowledge in financial management, leadership development and customer service driven management. A proactive, organized, detail-oriented leader with a strong work ethic.

## HIGHLIGHTS OF QUALIFICATIONS

- Multi-site/state facilities management
- Preventive maintenance planning
- Cost control/reduction
- Capital and expense budgeting
- Vendor management
- Knowledgeable in building operating systems
- Procurement/ contract negotiations
- Project planning and coordination
- Training and staff management
- Landlord/tenant relations
- Workstation layouts and reconfigurations

## SELECTED ACHIEVEMENTS

**Implemented** Infrared testing of electrical panels and motors throughout various client locations. Testing provided cost saving as well reducing the risk of safety issues.

**Developed** a daily checklist for use by maintenance techs to ensure facility was being maintained at a high level to meet client expectations.

**Created** comprehensive standardized procedures for facility personnel.

**Contributed** to company cost savings initiatives to meet contractual agreement with client.

**Recognized** for consistently achieving outstanding project results: completed every project within budget and timelines. Meeting or exceeding client's expectations.

## PROFESSIONAL EXPERIENCE

CB Richard Ellis/Trammel Crow <b>Facilities Manager</b>	Phoenix, AZ	2004-2009
Laboratory Corporation of America (LabCorp) <b>Operations Manager</b> <b>Distribution Manager</b>	Denver, CO/Phoenix, AZ	1994-2004 1987-1994

## PROFESSIONAL AFFILIATIONS

International Facility Managers Association (IFMA)