

DATE: 8/24/11

TO: City Clerk

FROM: Representative Emma Acosta

ADDRESS 2 Civic Center Plaza 10th Floor, El Paso, TX TELEPHONE 915-541-4572

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of August 30, 2011

Item should read as follows: Appointment of Gilbert A. Mendez Jr. to the Districting Commission by Representative Emma Acosta, District 3

SPECIAL INSTRUCTIONS: New Commission

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Districting Commission

NOMINATED BY: Representative Emma Acosta DISTRICT: 3

NAME OF APPOINTEE Gilbert A. Mendez Jr., P.E., CQE
(Please verify correct spelling of name)

BUSINESS ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

HOME ADDRESS: _____

CITY: El Paso ST: TX ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: None

EXPIRATION DATE OF INCUMBENT: _____

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: _____
RESIGNED _____
REMOVED _____

DATE OF APPOINTMENT: 08/30/2011

TERM BEGINS ON : 08/30/2011

EXPIRATION DATE OF NEW APPOINTEE: 12/31/9999

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: X
2nd TERM: _____
UNEXPIRED TERM: _____

GILBERT A. MENDEZ JR., P.E., CQE

Phone: (915) 594-4434

El Paso, Texas 79925

PROFESSIONAL SUMMARY

PERFORMANCE, PROCESS, AND RESULTS-DRIVEN IN COMMITMENT TO QUALITY AND CONTINUOUS IMPROVEMENT

Accomplished professional with an accomplished 20+-year career in all facets of Quality, FDA and ISO Compliance and manufacturing. Delivering strong and sustainable improvements in customer satisfaction, cost savings and product reliability

CORE COMPETENCIES:

- Supplier Quality Assurance
- Quality Assurance Development
- Internal and External Auditing
- New Product Development
- Directing Cross Functional Projects
- Six Sigma / Lean Manufacturing
- ISO 13485, FDA , EN 550 , compliance
- Financial Management & Cost Control
- Process and Equipment Validations
- Customer Corrective Actions

Bilingual: Fluent in English and in Spanish

Proficient in Microsoft Office Applications, Black and Green Belt Six-Sigma Trained

EDUCATION

Masters Degree in Industrial Engineering
University of Texas at El Paso, El Paso, Texas

Bachelors Degree in Industrial Engineering
University of Texas at El Paso, El Paso, Texas

PROFESSIONAL EXPERIENCE

ALIGN TECHNOLOGIES INC:
Quality Manager

2006-2010

Juarez, Chihuahua, Mexico

Support the manufacturing organization through the efficient management of the company's entire Quality program, supervising two Quality Engineers, five internal auditors, training coordinators, four Quality Assurance Supervisors, and implementing, and maintaining an ISO 13485, FDA compliant Quality Management System to include CAPA, Supplier Quality Assurance, Calibration and Bioburden Control.

- Review and analyze quality reports, compliance reports, and provide input to the Plant Manager on department procedures with an emphasis on quality and continuous improvement. Update as necessary to insure most current information is reflected.
- Establish and maintain FDA and HIPAA complaint electronic and hard copy documents

KEY ACHIEVEMENTS:

- **Transitioned Company from ISO 9000 to ISO 13485**, implemented first environmental monitoring program. **Achieved JPAL compliance status**
- Developed Document Control system, Bioburden Program and PPE/Safety program
- Transitioned Company to PPM based metrics, structured root cause analysis of customer complaints, and established a certified operator-training program.

PROFESSIONAL EXPERIENCE (Continued...)

CONMED **2005 – 2006**
Quality Manager-Division and Plant Support **El Paso, Texas**
 Instrumental in planning, researching, coordinating, and executing comprehensive strategies for the organization and monitoring ISO and FDA compliance for manufacturing and distributions facilities while supporting continued growth for the organization.

- Provided divisional support to quality manufacturing operations and processes, inspecting received products and materials at our regional distribution centers.
- Tasked with reducing process variation through Six Sigma and integrated raw material solutions.
- Transferred 5 new product lines and set up a receiving inspection function and product sterilization function with a newly staffed department of 3 Quality Engineers, 12 Inspectors, and 2 Document control clerks.
- Developed plant Bioburden management system, product sterilization validations and managed Biological Indicator response to maintain EN 550 com

HONEYWELL TECHNOLOGY/WHITE SANDS TEST FACILITY **2001 – 2005**
Quality Supervisor-Site Wide Support **White Sands, New Mexico**
 Charged with providing procedural development, continuous improvement activities for Space Shuttle Thruster refurbishment to include inspection criteria. Supervised 18 professional and 4 clerical support positions.

- Coordinated and implemented internal and supplier corrective action responses and validated test verification software.
- Implemented Lean initiatives to reduce receiving inspection from 48 hours to only 2 hours and developed QE and QA support plans for site project managers.
- Monitored quality of incoming raw materials and finished products by reviewing materials and finished product.
- Developed and recommended improvements of facilities, equipment, or procedures to improve safety, quality, and efficiency.
- Accompanied and assisted auditors, and recommended and implemented action plans to correct deviations noted during audits.

Following are additional positions held that highlights leadership, strategic planning and operations management experience:

JOHNSON & JOHNSON MEDICAL INC. **1997 – 2001**
Senior Quality Engineer-SQA Support **El Paso, Texas**

UT-AUTOMOTIVE **1989 – 1997**
Divisional Tooling Supervisor **El Paso, Texas**

EL PASO ELECTRIC COMPANY **1986 – 1989**
Senior Industrial Engineer-MFG support **El Paso, Texas**

MILLIPORE WATER SYSTEMS **1982 – 1984**
Production Engineer **El Paso, Texas**