

NORMA K. SIBLEY

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AGC of Western Kentucky
Re: Seeking new opportunity in Management, Operations, or Capital Projects

Dear Members of the AGC of Western Kentucky:

Thank you for allowing me to post my resume on your classified board and giving me a few minutes of your time to let me tell you about myself and the professional skills I have to offer.

For the past 30 years, I have been working as a Chemical Engineer overseeing technical aspects of manufacturing operations for major chemical corporations including Chevron, Honeywell, and Evonik. I managed large-scale capital projects, built and trained engineering teams, led Lean initiatives to improve processes, and spearheaded operational transitions during mergers & acquisitions.

Working in chemical engineering has been rewarding and challenging in so many good ways. It has allowed me to test my mettle and build leadership skills. I have overcome significant uphill challenges, and used my expertise and imagination to resolve business-critical problems.

And while that has all been a truly gratifying experience, I am ready to move away from chemical engineering and into other areas where my leadership skills will be useful. I am open to opportunities, including a role of lesser responsibility, in the Western Kentucky region that does not require significant travel or 24/7 shift support.

These are my Top 5 Professional Skills:

- **Capital Project Master:** I have taken on projects with budgets up to \$10M that had direct impact on company growth and capabilities. My projects finish safely, on time, within budget, meeting all KPIs.
- **Team Builder & Leader:** I have built, led, trained, and developed teams of direct and indirect reports on site and overseas. Managing people is a rewarding part of my job.
- **Contracts & Services Negotiator:** Being in charge of technical aspects for plant operations, I have negotiated rates and contracts for engineering, raw materials, equipment purchases, and construction.
- **Steady Change Agent:** I have led departments through major restructuring and M&As, integrating teams, equipment and services into cohesive units with little down time.
- **Six Sigma Black Belt:** I am certified and have used this skill to lead continuous improvement initiatives. I am also adept in implementing 5S and TPM to save on spending and optimize processes.

I am eager to learn about openings in your company, so please feel free to reach out and ask me questions. I truly appreciate your time and consideration.

Sincerely,

Norma Sibley

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Operations & Capital Projects Manager

A strong track record of staying within budget, finishing projects on time, and meeting project and business performance objectives.

MANAGEMENT SKILLS (20+ years)

- Managing large-scale capital projects & operating budgets
- Hiring, training, developing, and mentoring direct reports
- Forecasting, planning for, and prioritizing capital projects
- Cutting costs/increasing productivity - doing more with less
- Coordinating planning, inventory, fulfillment, order capacity
- Overseeing complex warehouse/manufacturing operations
- Implementing process improvements: Six Sigma, 5S, QA, QC
- Procuring materials and specialty machinery; 3PL services
- Negotiating service level agreements, contracts, terms
- Integrating new companies into existing, due diligence for M&As
- SAP, ADP, Document & Capital Project Management Systems
- MS Office: Advanced Excel – Pivot Tables, simple Macros

PROFESSIONAL EXPERIENCE

3A COMPOSITES, Benton KY

Aug 2020 – Aug 2021

Engineering Manager

A manufacturer of composite materials. Hired to lead Engineering and Continuous Improvements for several production lines and numerous SKUs. Managed a \$2M+ budget and spending/scoping on 2 large projects, with 4 direct reports.

- Introduced 5S as a continuous improvement project, including implementing improvements to shipping department workflow
- Technical lead over developing faster process to improve custom color match requests and for identifying raw materials to improve fire retarding properties of rigid PVC panels

EVONIK CORPORATION, Calvert City, KY

April 2011 – Aug 2020

Engineering & Maintenance Manager (2017 – 2020)

Site Engineering Manager (2014 – 2016)

Technical Manager (2011 – 2014)

A German specialty chemicals company. After promoting twice to E&M Manager, became accountable for 3 production units with 2 business lines. Over span of 9 years, also managed operations and capital projects for Maintenance, Process Engineering, IT, Facilities, and Validation Departments. Budgets for projects ranged from \$1M to \$9M, and the largest team managed after a merger included 8 direct reports and 20 indirect reports. Worked in a cGMP/pharma manufacturing environment with 24/7 schedules during busy seasons. Projects executed had direct and positive impact on company growth.

- Took lead over an \$8M client-funded production line investment that had been left unfinished – had to account for OSHA, physical and chemical parameters, and equipment malfunctions
- Served as a change agent during organization restructuring (maintenance and engineering combined), and the merging of an acquisition with new employees to train and new processes to streamline
- Revamped SAP functionality site-wide for tracking equipment maintenance – after implementation, data entry was much more meaningful, providing more accurate and useful reports
- Expanded Facilities Dept. from 4 to 10 FTEs, and Engineering Dept. from 1 to 4 FTE's – determined need for more technicians and made a compelling argument to the site director to greenlight the budgets (\$9M/\$7M)
- Achieved Step 2 PM Pillar of the TPM (Total Productive Maintenance) – developed PM and PdM; restructured how department uses SAP, developing Top 10 List for breakdowns

SEKISUI SPECIALTY CHEMICALS (formerly Celanese), Houston, TX

April 2006 – April 2011

Process Development Leader (2008 – 2011)

Technical Manager (2006 – 2008)

A polymer solutions provider. As the Process Development Leader, responsible for researching emerging technologies and processes, testing in laboratory, and large-scale projects such as scaling up for sustainable production and Six Sigma initiatives. Managed up to 14 direct reports at 2 North American sites and a European site, and a \$10M operating budget.

- Applied Six Sigma to manufacturing which reduced variation per customer request and reduced manufacturing costs by \$2M annually
- Stepped up as Interim R&D Site Leader during pending sale of company (2009) – ensured new business activities and existing project schedules proceeded without issues during the acquisition
- Took over as Environmental Health & Safety Manager with a total of 8 direct reports – achieved Title V permit compliance (Clean Air Act), and rolled out new corporate Life Critical Safety Work Processes (DOWs standards)

HONEYWELL, Mansfield, TX

Aug 1998 – March 2006

Engineering Manager (2003 – 2006)

Production Engineering Supervisor (2001 – 2003)

Production Engineer (2000 – 2001)

Senior Process Engineer (1998 – 2000)

A diversified manufacturing and technology conglomerate. Promoted three times to ultimately land in a people management role with responsibility over large capital projects, direct reports, and operating budgets. Played a large role in streamlining processes with Six Sigma quality control initiatives. Managed teams of 3 to 7 process and production engineers, and had oversight of 3 plants in an engineering capacity.

- Led Six Sigma Green Belt Certification – program saved company \$1M annually
- Collaborated significantly on the design, building, commissioning, and startup for two new refrigerant plants and a utilities plant, including design and testing of a Honeywell DCS, a \$200M+ capital investment – all three completed on time and with design capacity achieved
- Project improvements made for ultrapure chemicals for microelectronics and semiconductor industry: 80% increased efficiency for molecular sieve desiccant; 25% improvement on ion exchange resin performance

CHEVRON CORPORATION, St. James, LA

Aug 1991 – July 1998

Process Engineer (1995 – 1998)

Plant Engineer (1991 – 1994)

A petrochemical corporation. Oversight of operations for two large-scale chemical production units. Prepared requests for capital expenditures, scope of work, and bid specifications. Tracked costs, coordinated and supervised construction, and used asset management (Aspen DMC) software to optimize processes and spending.

- Reduced variations in process leading to 5% increase in production
- Recovered \$100K+ in overpayments by discovering systemic errors in electric bill payments

AMOCO PRODUCTION COMPANY, Tulsa, OK

Summer 1990

Intern Engineer

- Published work in a peer-reviewed scholarly journal: “Palmer, D., **King, N.** (1993). The Character of Coal Fracture Treatments in Oak Grove Field, Black Warrior Basin. *In Situ*. 17(3), 273 – 309.”

EDUCATION ... TRAINING

Bachelor of Science (B.S.), Chemical Engineering, University of Oklahoma, 1991

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Six Sigma Black Belt | 5S | cGMP

Total Productive Maintenance (TPM) continuous improvement program training

OSHA Safety for PSM (Process Safety Management) – CFR 1910.146

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