

NEW HOME GENERATION, INC.
Executive VP of Finance Lesa Coberly
3339 Jefferson Scio Drive S. E.
Jefferson, Oregon 97352
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Holden, LA 70744
225-223-5126

Summary of Qualifications

- More than 15 years of successful experience in project management, such as scheduling, distribution, planning, budgeting, personnel supervision, coaching, labor management relation negotiations, conflict management, and related aspects of business operations.
- Task oriented and works well under pressure. Proven success working in a team environment.
- Excellent verbal and written communication skills with all levels of management and subordinates.
- Well organized, highly creative, innovative, and flexible in planning and implementing programs.
- Exceptional ability to quickly master new software and apply its full range of capabilities.

Education

Associates in Business Management, Linn Benton Community College, 1987

Chemekata Community College, Salem OR 1986

Completed courses in Interpersonal Relationships, Principles of Banking and Computer Science

ASA Employment Law Accreditation Certified-American Staffing Association-July 2002

Bachelors Degree in Business Administration, Western Oregon State University, Monmouth Oregon, 1989

Certifications

Shaw Project Management Course Certification

Red Cross

- Shelter Management
- Mass Care
- Feeding Supervisor
- Supervision in Disaster
- Strike Team

Joining forces with my brother, EQNEEDF and father, David Charles Henion, New Home Generation, INC. intends to market panelized steel stud framed homes on a manufacturer level.

Serving on the board of directors and partnering with Stan Diggs, brother and father as an owner of New Home Generation, INC., employment with Shaw Environmental & Infrastructure as the Road Home Program Manager will continue until such time our proposed plant begins production of 480 Homes monthly, subject to funding.

Work Experience

October 2006 to Present **Shaw E& I, Baton Rouge, LA**
Program Manager

Oversight and all program activities working for a client in support of Road Home Program.

- Oversight of a 80 million dollar project, providing operation support for 14 facilities in State of Louisiana.
- Lead a project through its entire lifecycle: Initiating, Planning, Executing, Monitoring & Control, and Closing

Project Manager

Oversight of East Baton Rouge Shaw operated trailer parks under the FEMA IA TAC task order.

- Liaison between Shaw Operations and Maintenance, Shaw Construction, Shaw Quality Control and subcontractors.
- Identifies potential problems and develops solutions during the design and construction process of trailer parks.
- Coordinate activities among the individual organizations to ensure scheduling of events and activities for all East Baton Rouge (14 Trailer Parks with 1652 trailers)
- Oversee contractual scope of work for all sub vendors, providing feedback to management when deficiencies and contract expectation are not being met.
- Assisted with creation of SOP for O & M department.

October 2005-January 2006 **Shaw E& I, Baton Rouge, LA**

Facility Operations Manager

Manage all efforts to maintain, remodel and demob all facility operations for FEMA Hurricane Katrina and Rita Shelter operations in San Antonio Texas.

- Managed a staff of over 100 temporary hires that maintained a combined facility square footage of over 500,000sq feet.
- Created scheduling program and SOP's for Facility Department in accordance with SHAW E & I quality control program.
- Created "scope of works" for all subcontractors performing work under Facility Management purview during shelter operations to include: Extensive remodeling, demobilization of structures and ongoing maintenance and upkeep of shelter buildings.
- Oversight of all contracts in relation to facility operations ensuring that contractors were performing to scope given.

August 2005-October 2005 **Red Cross, San Antonio, Texas**
Project Manager for all Hurricane Katrina and Rita Relief Operations in San Antonio Texas

Job Description

Coordinate all efforts; negotiate all contracts to provide feeding to all evacuees during Hurricane Rita and Katrina.

Roles and Responsibilities

- Contracted caterers to provide shelter evacuees, staff and volunteers with all needed food and related supplies.
- Organized and coordinated the distribution of food items and food support items to 22 shelters as the need arises.
- Communicated with government agencies and maintain working relationships with all entities involved in relief operations, maintaining an environment that fostered principles of the American Red Cross.
- Assigned various tasks to volunteers in the organizing and distribution of food and related items to over 22 shelters.
- Created contingency plans for potential influx of 250,000 evacuees for Hurricane Rita with Charitable organizations such as the Southern Baptist Men's Convention

2003-Present
Project Director

Mx3 Group, San Antonio, Texas

Job Description

Provided professional events planning and development service for corporate clients; including but not limited to catering, hotel assignment, contract negotiations and logistical movement of people and product.

Roles and Responsibilities

- Planned of events by carrying out logistics including speaker arrangements, hotel accommodations, audio visual needs, room reservations, site designs, facility arrangements, catering needs, parking, transportation and other vendor services.
- Contracted with vendors for goods and services; monitoring delivery of goods and services to ensure contract terms are satisfied.
- Prepared schedules, agendas and informational material for event preparation of promotional and informational materials and brochures, including text development, design, production and distribution.
- Designed and maintained comprehensive databases for event management, track individual participant records and their response status. Generate reports on a scheduled and as-needed basis.
- Developed and actualized event budget in excel, maintaining cost controls of budget throughout event.

2003-2004

Staffing Solutions, San Antonio, Texas

Business Development Manager

Job Description/Roles and Responsibilities

- Research /qualify all sales leads to determine potential of securing new business.
- Utilizing a depth of customer knowledge, formulate a quick gap analysis of the current warehousing and distribution services at customer sites and develop appropriate responses to meet the customer's needs
- Qualify inquiries/bids against target market, core competency, revenue potential, company capabilities and projected business forecast
- Manage the RFP process to include solution design concepts, deadlines, supply added information, presentation and process/status tracking
- Be responsible for overall customer relationship, during implementation and transition to operation
- Meet and exceed annual sales targets

2001-2003

Staffmark LLC, Albany, OR

On-Site Staffing Director

Job Description/Roles and Responsibilities

- Provided direction to an average of 200 temporary associates in all areas other than technical.
- Meet and exceeds all service deliverables for client; turnover rate, tardy percent, absent percent and hire percent.
- Inspire associates to the accomplishment of individual standards as well as client standards by creating and implementing a recognition program for all temporary associates on site with client.
- Planed for and coordinated the effective and efficient hiring of temporary staff — partnering with client management to effectively utilize available resources.
- Interviewed and hired temporary staffing associates using guidelines provided by client, adhering to all hiring requirements and performing necessary background checks as warranted.
- Aided in the translation of client policies, procedural changes, and other client initiatives into flawless, detailed, well-communicated and executable processes.
- Functioned as an advisor and liaison to client supervisors regarding all temporary staffing associates.
- Communicated skillfully; keeping client supervisors, off site staffing management and all other operations of the client well informed; proactively and regularly sharing operating information and business knowledge multiple ways in multiple directions, while demonstrating good listening skills.
- Ensured the consistent application of employment policies and client procedures.
- Guided temporary associate's progress, leading meetings with skill, facilitating lively and productive interactions with care. Mediate conflict—skillfully manages and resolves differences, treating others with tact, sensitivity, and respect.

- Examined filtered, continually refined, and deployed standard operating procedures for On-Site Branch.
- Developed and administered budgets, schedules, and performance requirements.

2000-2001 Oregon State Senate, Salem, OR

Executive Administrative Assistant to Oregon Senator Mae Yih

- Manage staff office for State Senator during session, in charge of scheduling and office personnel.
- Perform general office duties, create documents using Microsoft products including; PowerPoint, Excel, MS Word, MS Publisher and use of Internet.
- Work directly with the Senator and Chief of Staff to
- Effectively develop, organize and maintain the Senator's daily schedule and long-term calendar.
- Coordinating travel logistics, including air travel, ground transportation and lodging accommodations; organizing briefing materials; managing phone calls; written correspondence; evaluating and responding to invitations and scheduling requests.

1993-2000 Alternative Care Foster Homes, Salem OR

Project Manager

- Successfully managed 10 employees to achieve performance goals, resolving conflict, coaching and developing others, promoting teamwork while giving quality service to all clients. Maintained occupant capacity for 6 foster care facilities.
- Made sales calls on local area businesses to advertise facilities, evaluated and interviewed potential clients. Organized group events for clients and employees.
- Implemented training for all employees, performed quarterly employee evaluations.
- Responsible for record reporting to state agencies, ensured adherence to state policies and procedures.
- Developed and administered budgets, schedules, and performance requirements.
- Communicated with medical professional's ongoing and changing needs of all residents, coordinating payments to Medicaid, Medicare and other insurance entities.

1989-1991 Commercial Bank, Monmouth OR

Assistant Supervisor

- Oversaw all branch operations including tellers, new accounts and vault teller as well as performed back up for lending officer.
- Managed 6 employees, conducted performance evaluations, implemented training for employees, in charge of hiring and firing. Mediated conflict, coached and counseled employees, treating others with tact, sensitivity, and respect.
- Ensured adherence to FDIC policy and bank regulations.
- Operated vault teller, ran monthly audit reports and balanced all branch accounts.
- Worked with business clients to ensure timely distribution of vault orders always maintaining efficient customer flow with tellers, coordinated sales of additional services to bank customers.

References available upon request