

VIKKI CUTRI

Lab Planner / CAD Operator

Qualifications

Vikki Cutri is a decisive, innovative, honest professional with 20+ years of facilities management experience in progressively responsible positions with proven achievements in all phases including: planning/designing, project management, scheduling, budgeting, programming, purchasing, personnel move coordination and construction supervision. Her extensive experience ranging from computer facility integration, architectural sales, dynamic space solutions- on site coordinator, facilities project manager and Interior Architect for retail and office spaces

Role/Responsibilities

KAVANAGH associates

- On-Site Project Management
- Lab Planning
- Move Co-Ordination

Project Experience

Biopharmaceutical / Health Care / Manufacturing / Laboratory

- Dynamic Space Solutions-On site Coordinator GNF Pharmaceuticals/Biogen-Iddec Pharmaceuticals/La Jolla Institute of Immunology and Allergy - July, 2001 - July 2006
 - Space planner-Construction Management-Relocation Specialist
 - Coordinated facility relocations into a newly constructed site
 - Inventoried/ documented and coordinated relocation of over 5,000 pieces of pharmaceutical equipment and 2,000 personnel.
 - Met with executives to determine programming, developed AutoCAD plans accordingly.
 - Developed move schedules & budgets, coordinated IT and telecommunications, orchestrated moving and placement of specialized equipment, assisted in move presentations.
 - Scheduled, coordinated and oversaw all vendors.
 - Oversaw proper installation of all power as well as the Siemens Building Management System and utilities needed for each piece of equipment.
 - Managed relocation of vivarium-over 500,00 experimental mice relocated with zero mortality rate.
 - Kept all AutoCAD drawings updated
 - Successfully relocated BiogenIddec's 2,000 people and 4,000+ pieces of specialty equipment to their two new locations in Oceanside and La Jolla.
- Facilities Project Manager Trammell Crow, Irvine CA (On-site Baxter Healthcare) May, 1994 - March, 2001 Campus Remodel
 - Designed and produced AutoCAD working plans, developed costs and schedules, awarded contracts, oversaw construction and Installations, coordinated all personnel and purchasing.
 - Space Planning for personnel moves
 - Served on team to determine needs, design plans, schedule, budget, Coordinate outside contractors, and oversee each phase to completion.
 - Designed and implemented Baxter's Master Plan Project: consolidated 500,000 sqft; four support buildings to main campus.



Firm

*Kavanagh Associates
1+ yrs with firm
15 yrs with other firms*

Education/Degree(s)/Specialization

*La Roche College, Pittsburgh, PA
Interior Design, BS -May 1984
Ohio State University, Columbus, OH
Industrial Design Program: Sept. 1978-
March 1983*

Apprenticeship/Journeyman Trained

*Internship with Dennis Design - Corporate
Office Design and Planning*

Professional Organizations

Additional Strengths

15+ yrs of relevant experience

Experience within Pharmaceutical industry

Demonstrated ability to manage multiple projects simultaneously

Effective Resource Management

Possess strong leadership and interpersonal skills

Ability to interact with all levels of management on project team

- Renovated 12,000 sqft cafeteria into multipurpose training/auditorium/cafeteria space.
- Served on plane crash disaster recovery team, rehabilitating 12,000 sqft of damaged office space.
- Developed a Departmental space bill-back system in Versa CAD for 10 buildings. Later converted to AutoCAD when company standards changed from Apple to IBM

Commercial

- Designed, planned, managed and built office space for several small companies in the Chicago area.
- Facilities Project Manager Kemper Financial, Chicago, IL, April, 1990 - September, 1992
 - Served on team to determine departmental needs and design plans for efficient space configurations. Responsibilities included: supervising architects and engineers, in-house recourse for equipment installation, furniture purchasing and coordinate all through completion.
 - Managed \$2 million Kemper new business project, gutted,
 - abated and renovated 100,000 sqft for 92 users.
 - Designed and managed renovation of high profile Kemper Bank on an occupied floor.
 - Designed and implemented the Kemper Help Center, a highly secure area with computer tracking system, on an already occupied floor.
 - Supervised relocation of over 2,000 users in thirty-six hours -1992 downtown flood.
- Store planning, Interior Design, Office design, Giant Eagle Markets, Inc. Pittsburgh, PA, March, 1986 - February 1990
 - Interfaced with management, architects, engineers and prepared construction documents, designed and coordinated fixture layouts, interior finishes and graphics, signage, custom superstructures and oversaw projects to completion. Designed and implemented Giant Eagle Corporate office space furniture standards.
 - Designed and supervised construction of Giant Eagle specialty store, 60,000 sqft in Pittsburgh, PA.
 - Design/implement prototype warehouse operation 50,000 sqft.
 - Developed unique and inexpensive, self-contained salad bar and automated information kiosk. Both installed in over 200 stores