

MICHAEL J. GONDEK

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📍 Utica, New York 13502

PROFILE

Versatile and accomplished professional with extensive experience in technical hardware and software management, laboratory operations, and automated manufacturing environments. Expertise in chemistry, biology, pneumatics, hydraulics, and electrical systems. Adept in Lean Manufacturing, Six Sigma Quality Systems, and a variety of analytical techniques. Proficient in multiple Microsoft applications, Adobe products, JMP Statistics software, SAP, and LIMS systems. Skilled in leadership, problem-solving, and process optimization. Pursuing an MBA in Technology Management at SUNY Polytechnic Institute.

WORK EXPERIENCE

■ Self-Employed – Residential Real Estate

Rome, New York (12/2016 – Present)

- Purchased and renovated residential properties, enhancing market value and creating rental income streams.
- Executed full kitchen and bathroom remodels, handling demolition, construction, and final finishes.
- Installed and maintained exterior features, including roofing, excavation, and landscaping.
- Managed tenant relationships, lease agreements, and property maintenance.
- Ensured compliance with local housing codes and safety regulations.

■ Lead Generation Specialist, Sales – Quality Water Services

Victor, New York (6/2015 – 11/2016)

- Conducted residential visits in targeted areas to identify potential customers for high-end water purification systems.
- Performed on-site water chemistry testing and educated prospects on purification solutions.
- Achieved a 70% close rate by delivering persuasive product demonstrations in-home.
- Collaborated with the sales team to refine lead generation strategies and improve customer acquisition.
- Maintained accurate records of leads, sales, and customer feedback.

EDUCATION

MBA Technology Management
SUNY Polytechnic Institute, Utica, New York

Gas Chromatography-Mass Spectrometry Certification

PA Association of Environmental Laboratories, Penn State, PA

BS Biology (2001)

Ithaca College, Ithaca, New York

SKILLS

Laboratory Techniques: ELISA, Electrophoresis, HPLC, GC, LC/MS/MS, FTIR, AA, ICP.

Software: Microsoft Office Suite, Adobe Products, JMP Statistics, SAP, LIMS.

Quality Systems: Lean Manufacturing, Six Sigma, GMP, GLP, SPC.

Certifications: GC/MS Certification, ISO 17025 Compliance.

Other: Pneumatics, Hydraulics, Electrical Systems.

ADDITIONAL INFORMATION

Availability: Open to full-time or part-time opportunities.

Languages: Proficient in English.

■ **Quality Control Liaison / Senior Analytical Chemist / QC Inspector – Sovena USA**

Rome, New York (10/2010 – 11/2014)

- Managed customer concerns, quality investigations, and technical documentation requests.
- Achieved dual ISO 17025 and International Olive Council certifications for the laboratory, the only one in the U.S. with this distinction.
- Conducted chemical analyses of edible oils using techniques such as wet chemistry, UV, GC, and LC.
- Performed audits of internal quality systems and laboratory procedures to ensure compliance.
- Oversaw inspection of incoming raw materials, in-process products, and finished goods.

■ **Chemistry Lab Instrument Field Service Technician – Gentech Scientific Inc.**

Arcade, New York (12/2008 – 06/2009)

- Repaired and customized HPLC, GC, Mass Spec, and autosampler instruments from leading brands.
- Delivered and installed lab equipment, performing IQ/OQ verifications and operator training.
- Provided technical support via phone and on-site troubleshooting for lab instruments.
- Conducted routine maintenance and calibration of detectors, including ECD, TCD, FID, and PID.

■ **Analytical Chemist, Volatile Organics – Upstate Laboratories Inc.**

Syracuse, New York (06/2006 – 11/2008)

- Administered EPA testing methods for air, soil, and water samples, ensuring regulatory compliance.
- Operated GC, GC/MS, and HPLC instruments using ChemStation and Turbochrom software.
- Performed analyses following methods such as 8021, 8260, and 8015GRO, ensuring accurate results.
- Developed SOPs and implemented new hardware methods to enhance lab operations.
- Maintained quality control standards and ensured accurate data entry into LIMS systems.

■ **Chemical Services Operator – Bristol Myers Squibb**

Syracuse, New York (12/2005 – 06/2006)

- Monitored and adjusted site wastewater pH prior to release to the treatment facility.
- Operated a methanol recovery distillation tower to recover usable solvents.
- Controlled cryogenic storage facilities and routed chemicals to appropriate production areas.
- Ensured safe handling and storage of hazardous materials following GMP standards.
- Collaborated with production teams to optimize chemical distribution processes.

■ **Quality Assurance Inspector – Bonide Products**

Oriskany, New York (08/2005 – 12/2005)

- Conducted incoming materials inspection, in-process product testing and final inspection.
- Inspected returned merchandise before and after rework.
- Monitored production compliance to process operating procedure.
- Issued corrective action plans and verified continued compliance.

■ **Quality Assurance Inspector - Indium Corporation of America - Contractor**

Utica, New York 01/2004 – 05/2005

- Led a team of five Quality Technicians, reporting to senior management.
- Conducted dimensional analysis and correlation studies to ensure process accuracy.
- Prepared yield reports and Certificates of Conformance for client deliveries.
- Oversaw incoming and final inspections, ensuring product conformity to specifications.
- Developed process improvement initiatives to enhance quality and efficiency.