

Craig E. Siwarga

EDUCATION

MBA Data Analytics, August 2019
University of Incarnate Word, San Antonio, TX

BBA Marketing, May 2014
University of Texas at San Antonio, San Antonio, TX

PROFESSIONAL EXPERIENCE

RESEARCH AND PLANNING CONSULTANTS, LP,
Austin, TX

Analyst, June 2022 – Present

- Write narrative analyses in expert reports for use in commercial litigation, personal injury litigation, and regulatory proceedings
- Constructs efficient SQL queries to manipulate large amounts of data
- Administers the Health Data Store and maintains RPC's data holdings

AMAZON, Williamsport, MD

Area Manager II, April 2021 – June, 2022

- Management of over 85 direct reports
- Completion of all necessary Amazon training, including two sets of basic and advanced academies – one in Fulfillment Center, one in AMZL.
- Utilization of advanced data analytic platforms such as Tableau and advanced use of Excel
- Revamping of 5S, Non-Inventory Markets, and Safety areas
- Management of Amazon Fulfillment Engine
- Management of Amazon Logistics Delivery Station
- Leadership development of Process Assistants, Learning Ambassadors and Yard Marshalls
- Empowerment of Associates to demonstrate value and amplified voices when needed.
- Director of Community Involvement for Warriors Affinity Group
- Participated in the planning and execution of first Tent Event at DCA1
- Excelled in all stats including productivity and quality during Prime Week 2021
- Maintained above company benchmarks in Leadership and Safety



Research & Planning Consultants, LP

Physical Address: 6300 La Calma Drive, Suite 170 • Austin, Texas 78752

Mailing Address: P.O. Box 14464 • Austin, Texas 78761

Phone: 512-371-8000 • Fax: 512-371-8001

www.rpcconsulting.com

GALEN COLLEGE OF NURSING, San Antonio, TX

Veteran and Military Student Services Coordinator, November 2016 – July 2020

- Assist Veteran students with questions they may have regarding programs or benefits, to include education and disability
- School Certifying Official (SCO) for 700 military affiliated students to be completed quarterly
- Assist various departments with administrative duties and educating to ensure up-to-date knowledge of VA Rules and Regulations
- Data Management and Analysis of Veterans and dependents
- Present reports to cabinet on a quarterly basis utilizing Microsoft Excel to forecast potential increase in student population, track retention and graduation rates of military affiliated students.
- Counsel students on educational performance and build rapport to assist with transition from military to civilian life
- Network and partner with various military affiliated organizations to increase available clinical sites to students such as Warriors Heart, VA, and SAMC
- Travel out of state to attend various trainings, as well as train staff at other campuses on VA practices, GI Bills, and educational benefits
- Provide resources to veterans to help with situations they encounter throughout their attendance
- Developed a Student Veteran Association for campus
- Attend job fairs to promote campus and coordinate volunteer participation for events at Fisher House and Wreaths Across America
- Present new ideas to improve existing processes and procedures to cabinet

ITT TECHNICAL INSTITUTE, San Antonio, TX

Senior Representative I, February 2015 – October 2016

- Present college campus to potential students and encourage to invest in their education
- Incorporated new tactics to streamline processes and increase effectiveness
- Implemented a new process to minimize phone calls and get potential student in office
- Guide students throughout admissions process; gather required documentation, advise and encourage use of FASFA, assist VA students gather necessary documentation
- Keep track of student progression throughout attendance
- Utilized Microsoft Excel to create a database of students enrolled and potential students; Microsoft Word to create letters for acceptance as well as create thank you letters
- Enrolled 100 students within 18 months, above company standards
- Exceeded expectations in normal duties as well as other duties not assigned

SOLDIERS' ANGELS, San Antonio, TX

Project Manager, February 2011 – June 2012

- Create fundraising opportunities and execute amongst community and throughout Texas
- Raised tens of thousands of dollars for the cause of helping service members and veterans with new and unique fundraiser efforts that include setting up booths at football games, BMX event, attend pub runs with donation cans

- Created and developed 9/11 Run for Remembrance fundraiser by working/coordinating plans with the Mayor's Office, City Council and Hispanic Chamber of Commerce of San Antonio, Former Congressman Castro
- Managed 5-10 staff members in event coordination and saw events through from early stages to execution
- Delegate tasks and set deadlines to staff members; Coordinate weekly meetings for updates and maintain communication to ensure team is meeting deadlines through execution
- Attend/monitor events to ensure event was running smoothly; track all donations and attendance of events
- Travel for various fundraising opportunities

UNITED STATES MARINE CORPS, Bethesda, MD & Washington, D.C.
Non-Medical Case Manager, March 2008 – March 2010

- Managed over one hundred personnel
- Liaison between medical staff, patients and their families
- Coordinated events and functions from social gatherings to Marine Corps Ball
- Managed logistics for patients, faculty, medical staff and outside organizations
- Successfully processed hundreds of insurance claims for patients

UNITED STATES MARINE CORPS, Kaneohe, HI & Bethesda, MD
Supply Administration Clerk, October 2002 – October 2010

- Managed the logistics, supply and personnel of Kaneohe Bay Range Training Facility
- Created and executed annual budgets from \$50K to \$200K
- Reconciled budgets and reported to superiors on a quarterly basis
- Data Management for RFMSS and all Marine Training Areas
- Promoted above peers and recognized for excellence at every rank
- Completed eight years of honorable service