

**LISA ROGGE**

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Scientific & Regulatory Consultants, Inc. provides a full range of regulatory services for the antimicrobial industry. Our consultants' insight provides scientifically-sound, cost-effective, and timely solutions to routine and complex issues facing our clients. Our collective knowledge base includes experience in industry, laboratories and with government entities. For more information about Scientific & Regulatory Consultants, Inc. visit our website at [www.srcconsultants.com](http://www.srcconsultants.com)

**PROFESSIONAL EXPERIENCE**

**Scientific & Regulatory Consultants, Inc.**, Columbia City, IN

2013 - Present

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**Operations Team Manager** (2018 - present); promotion

- Supervise Operation Specialists
- Provide support, guidance, leadership, and motivation to promote maximum performance
- Review submissions/technical documents for regulatory compliance
- Interpret client needs and offer viable solutions
- Identify and advise management of trends, problems and issues as well as recommended course of action

**Operations Specialist** (2013 - 2018)

- Maintain electronic files
- Literature research
- Assist Federal/State Teams with client FDA/EPA/DPR submissions
- Organize employee activities/meetings
- Review contracts and service agreements
- Assist with federal and state registration projects

**Colorado Management & Associates, Inc.**, Centennial, CO

2007 - 2012

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**Administrative Supervisor**

- Supervised administrative and intern staff
- Executive Assistant to CEO and President
- Created/tracked current and potential contracts
- Created/updated company policies and procedures
- Payroll
- Employee hiring and orientation
- FHA and DORA coordinator
- Website production and management
- Created newsletters, correspondence, and board packets

**Belden Denver** (formerly ICM Corp.), Denver, CO

2006 - 2007

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**Executive Assistant**

- Executive Assistant to CEO, President, and Vice President
- Employee Benefits administration
- Human Resources
- Payroll
- Scheduled international and domestic travel
- Organized customer appreciation events
- Tracked daily sales, shipments, and production costs

**CPA Offices**, Littleton, CO

2000 - 2006

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**Administrative Assistant/Office Manager**

- Produced audit reports and tax returns
- Updated records and filing system
- General office duties

**Nebraska Surgery Center**, Lincoln, NE

1999 - 2000

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**Medical Transcriptionist/Coder/Medical Records**

- Transcription
- Records maintenance
- Coding and billing
- Set up transcription and medical records departments
- General office duties (proofreading, meeting minutes, agendas, meeting packets)

**Pathology Medical Services, P.C.**, Lincoln, NE

1996 - 2000

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**Medical Transcriptionist Secretary**

- Transcription
- Scheduling
- Slide send outs

## **EDUCATION**

Professional Certificate, Human Resources Generalist, Rockhurst University Continuing Education Center, Inc.; 2015

Diploma, Medical Office Administration, Lincoln School of Commerce (now Kaplan University), Lincoln, NE; 1996

## **CORPORATE PROFESSIONAL AFFILIATIONS**

British Chemicals Association (BCA) (Formerly BACS)  
Center for Biocide Chemistries (CBC)  
Household & Commercial Products Association (HCPA)  
International Sanitary Supply Association (ISSA)  
Personal Care Products Council (PCPC)

## **PROFESSIONAL DEVELOPMENT**

### **U.S. Environmental Protection Agency (EPA)**

Antimicrobial Data Requirements 40 CFR Part 158, Subpart W:  
Mammalian Toxicology Data Requirements for Antimicrobial Pesticides; 07/16  
Environmental Fate & Transport; 08/16  
Antimicrobials Used in Cooling Water Systems; 08/16  
PRIA III Meeting; 03/14

### **American College of Toxicology**

The Introduction and Application of GLP Regulations; 05/19

### **Aptera Software**

Microsoft Experience Training; 09/13

### **CEDIA University**

Introduction to Human Resources; 09/07  
The Legal Side of Human Resources; 09/07

### **Compliance4All**

Validation and Use of Excel Spreadsheets in FDA Regulated Environments; 02/19  
21 CFR Part 11 – Compliance for Electronic Records and Signatures; 04/17

### **ECG, Inc.**

Convince Me: Persuasion and Negotiation Training; 08/18

### **FDA News**

Writing Effective SOPs; 04/17

### **FOI Services**

Good Manufacturing Practices; FDA's Current Priorities; 08/13

### **Forbes**

The Power of Now; 09/22

### **FX Conferences**

e-Signatures – Legal and Regulatory Issues & Best Practices; 08/16

### **Gladieux Consulting**

Better Business Writing; Add Power to Your Words at Work; 05/18  
Better Business Writing – Business Writing Fundamentals; 03/14  
Better Business Writing; Skill Building; 08/13

### **Global Leadership Network**

Global Leadership Summit; 08/21, 08/20

**Indiana University – Purdue University – Fort Wayne (IPFW)**

Professionalism and Etiquette for Business; 10/17

The Building Blocks of Effective Messages; 08/17

**Lewis Way Leadership Development**

Communication and Public Speaking; 09/21

Diversity Training; 07/20

**M4 Global Consulting LLC**

Mexican Chemical Regulation; 08/20

**Nashville State Community College**

Fundamentals of Supervision and Management II; 11/21

Fundamentals of Supervision and Management I; 07/20

**National Training Seminars**

The Essentials of Credibility, Confidence, and Composure; 06/15

8 Steps for Highly Effective Negotiation; Letting the Other Person Have Your Way; 04/15

How to Facilitate Meetings Effectively; 02/15

Business Writing Essentials: Make Your Point Clearly & Concisely; 02/15

Mastering Microsoft Excel Macros; 06/14

How to Manage Priorities & Time; 08/13

**Regulatory Affairs Professionals Society (RAPS)**

Raising the Regulatory voice – Persuasive Framing; 01/18

**Scientific & Regulatory Consultants, Inc.**

Anti-Bribery; 09/20

EPA 101 Part 1 and 2; 02/19

Child Resistant Packaging; 01/19

EPA Good Laboratory Practice Archivist Training; 01/19

Exempt vs. Non-Exempt Treated Articles; 01/18

NSF Overview; 02/16

Telephone Etiquette; 02/16

NOA (Notice of Arrival); 06/15

Market Label Review; 03/14

US EPA and CA DPR 101; 03/14

CRP (Child Resistant Packaging); 05/14

**Smith & Co. Consulting, Inc.**

GLP Refresher Training; 09/20

**Society of Quality Assurance (SQA)**

Intro to 21 CFR Part 11: Electronic Records; Electronic Signatures; 06/18