

**ANDREA PARKER**

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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 2018 - Present

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**Operations Specialist II** (2023 – present); promotion

**Operations Specialist** (2018 – 2023)

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

**FLS**, Fort Wayne, IN 2016 - 2018

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**Account Manager**

- Managed appraisal process for home mortgages (Pipeline of 200-300)
  - Reviewed sales contracts for compliancy
  - Located best fit appraiser
  - Scheduled appraisal inspection
  - Reviewed appraisal report for compliancy
  - Worked with underwriter and appraiser on correction requests

**PQC**, Fort Wayne, IN 2014 - 2016

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**Operations Specialist**

- Managed day to day operations for over 150 employees
- Oversaw ISO 9001-2008, time and attendance, customer surveys, weekly and monthly status reporting, IDIQ tracking and compliance with all operational requirements and deliverables contained within contract Statements of Work, and quality assurance
- On-board contract employees
- Finance Assistant – Prepared journal entries, monthly closings, bank reconciliations, fixed asset maintenance, general ledger reconciliation, and prepared/submitted monthly invoices (6 months)

**Lincoln Financial, Fort Wayne, IN**

2013-2014

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**Customer Service Rep**

- Assisted customers with retirement account needs
- Managed loan and distribution requests from retirement accounts
- Processed financial exchanges

**Republic Finance, Montgomery, AL**

2012-2013

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**Operations Specialist**

- Analyzed applicants' financial status and credit/property evaluation to determine loan feasibility
- Executed loan origination process, including pulling applicant's credit report, appraisals and title reports
- Closed personal loans; signing all documents and checks
- Daily branch balancing and bank deposits
- Sale and collection calls
- Paid all branch bills

## **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**

**American College of Toxicology**

The Introduction and Application of GLP Regulations; 05/19

**Global Leadership Network**

Global Leadership Summit; 08/20

**Insight**

What's new in Windows 11: Episode 3 – Productivity & Collaboration; 03/23

**Lewis Way Leadership Development**

Communication and Public Speaking; 09/21

Diversity Training; 07/23; 07/20

**Pryor Learning Solutions**

Microsoft Excel Beyond the Basics; 09/21

**Society of Quality Assurance (SQA)**

Intro to 21 CFR Part 11: Electronic Records; Electronic Signatures; 04/22

**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

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

GMP: FDA Regulatory Action and Enforcement Trends; 12/22

GMP Beyond the Basics; 12/22

cGMP; 11/22

Advanced GLP Training; 10/22

GLP Data Integrity; 09/22

GLP Refresher Training; 09/22, 09/20