

May APICS/ISM Workshop Standard Work versus Continuous Flow Class

Date: Thursday, May 20, 2004

Time: 1:00 PM - 5:00 PM

Location: PGT Industries, Nokomis, Florida

Presenter: Bill Dejonghe

Manager of Continuous Improvement - Pall Aeropower

Workshop Description:

The May workshop is co-sponsored by both APICS and ISM. The workshop will be a four-hour, hands-on experience, which explores the usage of Standard Work versus Continuous Flow techniques in an actual manufacturing environment. The workshop and classroom experience will allow the participants to “feel-the-pain” of an unorganized, inefficient operation while helping them to create a streamlined, more efficient, manufacturing process through the four phases of change.

Deliverables: Following this presentation, participants will be able to:

- Identify Standard Work versus Continuous Flow techniques
- Recognize process improvement opportunities
- Learn the four phases of change

Directions to the workshop can be found on page 8 (back page) of the newsletter.

For Reservations Contact Phil Safka at (941) 486-0100 ext. 2024 or reservations@apicsgulf.org
PLEASE NOTE THAT WE MUST CHARGE “NO SHOWS” FOR THE WORKSHOP

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About the Presenter

Bill Dejonghe is a Design and Project Engineer with over 20 years of manufacturing experience. He has extensive training within the Six Sigma Methodology. He is a Six Sigma Blackbelt. Bill has implemented over 55 Kaizen Events, developed Six Sigma Greenbelt Training Curriculum, been involved with 12 Blackbelt Projects and has participated in 16 Greenbelt Programs.

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THE NAVIGATOR is published monthly by the Florida Gulf Coast Chapter of APICS -- The Educational Society for Resource Management. THE NAVIGATOR is sent each month to members of the APICS Florida Gulf Coast Chapter. Annual subscription is included in the APICS membership dues. All material submitted for the June issue of THE NAVIGATOR is due by Wednesday, June 2nd. Please address all correspondence to:

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Officer's Corner

**Brad Voss CPIM, Jonah
Past President**

The month of May is one of the most important months of the year for an APICS chapter. The importance has absolutely nothing to do with the program for the next dinner meeting, budget reporting, passport review, region meeting, or the alignment of the stars. The month of May has everything to do with the future of our chapter. It sets the tone and the likelihood of future success. So what happens in May that is so important that it can make or break a chapter? Nominations and Elections for chapter officers.

Now our chapter is like most in that we have a pretty slim list of nominations. In fact, I don't believe I have ever seen our chapter have to decide between two people for one position. I can still remember the day I was nominated for my first officer position. I was at a chapter meeting and before I knew it someone handed me a beer and extended an arm around my shoulder and they asked "how about being the next VP of Education?" I think my response was "Heck keep the beer coming and I will be President." Six years later I have since held the positions of VP of Education, President and now Past President. My motivation for being an officer was to help rebuild the chapter, work with some like minded individuals, and to give back some of what APICS has given to me.

Now I am not usually the mushy philosophical type but I can't help but share with you my thoughts on "giving back some of what was given to me". APICS has opened several doors for me in my career. CPIM, proudly displayed on my resume, gave me an edge over other candidates for my current position at PGT. Holding leadership positions in APICS has also pushed me outside of my comfort zone and it has helped me grow professionally and personally. Volunteering for an officer position is important not only for the APICS organization but it can also be important to you personally. There really is no free ride in life. The organization that can help so many people is only as good as its volunteers.

Step back and look at what APICS has done for you. Are you better prepared for your responsibilities at work because of APICS? Are you enjoying a professional position that provides for your family because of APICS? Have you been hired for a position because of your CPIM designation? Are you recognized as a cut above the rest because of your APICS experience or knowledge? Chances are there are a lot of heads shaking in an affirmative manner. Folks, it's time to give back to the community. Think about being an officer of our chapter, if not this year, then next.

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Get involved and participate, do not be a by-stander in the professional community. Improve the organization and improve yourself.

Now if you see me next meeting walking your way with a beer in my hand, please don't run away. I just want to have a little chat with you.

BOD Member Profile

Brad Voss has a manufacturing career of over 25 years in the fields of manufactured housing, automotive stampings and currently window and door manufacturing. Brad has served in a variety of capacities in materials and purchasing management. Brad is in his seventh year at PGT Industries as the Director of Materials Management. PGT Industries is a make to order window and door manufacturing company that has sales of over \$200 million. His responsibilities include the Materials Management department at the Florida and North Carolina PGT locations. His department is responsible for over \$70 million in purchases and they manage a \$6 million raw material inventory.

Brad has been an APICS member since 1988. He holds a CPIM certification and has been trained as a Supply Chain Jonah by the Avraham Y. Goldratt Institute. Brad is currently a member of APICS Region 4 Chapter Support Team and has previously held the chapter office VP of Education, President and currently serves as Past President.

Brad has been married to his wife Cheryl for 23 years and they have two boys Mike and Steve.

June CPIM Class

Strategic Management of Resources

Date: June 7, 14 and 21, at PGT Industries in Nokomis from 8:00 am - 5:00 pm.

Course Description:

The Strategic Management of Resources (SMR) course focuses on the relationship of existing and emerging systems and technologies to the manufacturing strategy and the functions related to operations planning and control.

Course Objectives: The following topics will be discussed:
The SMR course is divided into three major areas:

1. Aligning Resources with the Strategic Plan
2. Configuring and Integrating the Operating Processes to
3. Implementing Change

CALENDAR OF EVENTS

FUNDAMENTALS OF PLANNING

APICS FUNDAMENTALS COURSE

DATE TBD! WE NEED MORE PARTICIPANTS TO HOLD THE CLASS
PLACE PGT INDUSTRIES, NOKOMIS
TIME 8:00 AM - 12:00 PM
COST \$495
CONTACT JERRY KILTY, CPIM, CIRM (727) 725-7674
OR EMAIL CPIM@APICSGULF.ORG

STANDARD WORK VS CONTINUOUS FLOW

JOINT APICS/ISM WORKSHOP

DATE THURSDAY, MAY 20, 2004
PLACE PGT INDUSTRIES, NOKOMIS
TIME 1:00 PM - 5:00 PM
COST \$79 PER PERSON, \$59 PER PERSON IF 3 OR MORE
PRESENTER: BILL DEJONGHE, PALL AEROPOWER
CONTACT EMAILTO:RESERVATIONS@APICSGULF.ORG

UPCOMING APICS WEBINARS

Topic:

[Ten Principles of Supply Chain Integration](#)

Date: May 12, 2004, at 2:00 p.m. ET

Presenter: Stanley Fawcett

Topic: [Demand-Driven Manufacturing](#)

Date: May 19, 2004, at 2:00 p.m. ET

Presenter: Tony Gorski

Registration Information

To register for an APICS Webinar, visit:
<http://apics.webex.com> and select Enroll.

STRATEGIC MANAGEMENT OF RESOURCES

CPIM REVIEW COURSE

DATE MONDAYS, JUNE 7, 14, 21
PLACE PGT INDUSTRIES, NOKOMIS
TIME 8:00 AM - 5:00 PM
COST \$525 INCLUDING PARTICIPANT GUIDE
CONTACT JERRY KILTY, CPIM, CIRM (727) 725-7674
OR EMAIL CPIM@APICSGULF.ORG

JUNE PDM

DATE THURSDAY, JUNE 17, 2004
TOPIC **SUNSET CRUISE IN SARASOTA BAY**
PLACE SARASOTA BAY
TIME 5:30PM REGISTRATION
COST TBD
CONTACT EMAILTO:RESERVATIONS@APICSGULF.ORG

Writing Cover Letters

By Andrea L. Campbell
Staffing and Development Specialist (APICS Professional Staff)
(from the APICS National website)

Writing an eye-catching cover letter is an integral step in the job-hunting process. Recruiters review hundreds of résumés for one job opening. Your cover letter is your opportunity to stand out from the rest and ensure your résumé gets noticed. The cover letter is not a place to summarize your background and essential information that is already included in your résumé. The cover letter is, however, a place for you to highlight your personal attributes and what you can contribute to the organization.

Cover Letter Do's and Don'ts

- Do proofread at least twice for grammar and spelling, then get a second pair of eyes to look at it.
- Do double check sender information—you will make a bad first impression if you put a job title or company name that does not match the advertisement for which you are applying.
- Do tailor to specific job of interest.
- Don't include personal information or photos unless you are applying for a modeling job.
- Don't sound overeager to find employment.
- Don't misrepresent yourself.
- Do demonstrate what you can do for the employer.
- Don't use messy corrections such as white out or type over words.
- Don't leave blanks where information should be filled in that will suggest to the employer that you are using a form letter.
- Do demonstrate interest in and knowledge of the company and industry.
- Do be serious and professional and avoid catch phrases, such as, "Teamwork is my middle name."
- Don't summarize your résumé—include new or additional information to sell the company on your skills.
- Do use action verbs and the active voice.
- Do respond to the needs of the company.
- Don't overemphasize "I"; emphasize "You."
- Do limit sentences to 7-8 words and paragraphs to 4-5 lines.

When writing a cover letter, it is important to consider the job that you are applying for and tailor your cover letter to meet the stated requirements. (SEE the example below.)

June 1, 2004

John Doe
Purchasing Director
ABC, Inc.
123 ABC Drive
ABC, VA 22415

Dear Mr. Doe:

My background and qualifications match the Purchasing Manager position you advertised for on the APICS Web site. I am very interested in this exciting opportunity. Over the last seven years I successfully led a team of eight buyers in a high-pressure factory environment.

Most recently, at AMF, Inc, I was promoted to sr. purchasing manger. In this capacity, I received several awards for my work with the engineering department, which exceeded organizational schedules and requirements. I achieved this in a high-volume, high-stress work environment.

The company that I am seeking to join will offer opportunity for growth and development. I am eager for a new challenge. After researching your organization, I am impressed by your dedication to service and excellence. I would be proud to be a part of ABC, Inc.'s continued success.

If you are interested in a self-motivated and highly competent candidate, we should speak. I am willing to relocate and am available for an interview at your convenience. I appreciate your time and look forward to speaking with you.

Sincerely,

Jane Dean

Individual Membership Application

Priority Code: 00APP

Please complete all sections. Please print or type.

Today's date: ____/____/____

Questions? Call APICS Customer Service at (800) 44-APICS (2742) or (703) 354-8851.

3 WAYS TO APPLY FOR MEMBERSHIP

FAX: Send this form (front & back) to (703) 354-8556 with your credit card number.

PHONE: Call APICS Customer Service at (800) 444-APICS (2742) or (703) 354-8851, 8:30 a.m.—6:30 p.m., EST, Monday through Friday. Have your credit card ready.

MAIL: Return a completed application form by mail to:

APICS, Membership Dues
P.O. Box 75381
Baltimore, MD 21275

APICS USE ONLY
(DO NOT WRITE IN THIS SPACE)

BATCH #

CHECK AMOUNT \$

CHECK #

DUES AMOUNT \$

1. Member Information

APICS member or customer ID number? _____ CIRM CPIM CFPIM
Please print your legal name and address as they should appear on mail. Mr. Mrs. Ms. Miss

LAST NAME FIRST NAME MIDDLE INITIAL

Please check your preferred mailing address. Work Home

JOB TITLE COMPANY NAME

BUSINESS ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

_() BUSINESS PHONE BUSINESS FAX

HOME ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

_() HOME PHONE

Check here to exclude your name from rented or traded mailing lists. Telemarketing use of APICS mail lists by sources other than APICS is strictly prohibited.

The following information is requested for identification purposes only. This information is optional and will not be provided to any outside sources.

Female Male Date of Birth _____ Social Security Number _____

Please complete the demographics page (other side) and submit it with this application.

2. Society Dues (\$95.00 Plus Chapter Dues)

Society Dues* \$95.00

Place me in the [Florida Gulf Coast](#) chapter.

Chapter Dues \$35.00

Annual dues must include both Society and chapter dues.

(a) Total Membership Dues \$130.00

* A portion of your dues, a \$24 nondeductible value, supports your subscription to APICS – The Performance Advantage, and cannot be deducted from your dues amount.

SIG Membership

Check all SIGs you wish to join (SIG names and dues are subject to change).

Complex Industries (CI) Process Industries (PI) Small Manufacturing (SM) Constraints Management (CM)
 Remanufacturing (REMAN) Repetitive Manufacturing (RMG) Textile and Apparel (TA) Service (SVC)

(b) \$15 x _____ (no. of SIGs) = \$ _____

(c) I wish to join APICS for 1 year 2 years 3 years 4 years 5 years.

Total Dues (a + b) = \$ _____ x No. Years (c) = _____ = Total Amount \$ _____

3. Payment

Please submit payment in U.S. dollars only. Purchase orders are not accepted. APICS dues are not deductible as a charitable contribution for federal tax purposes, but may be deductible as a business expense. Please include member name and company name on check.

Check no. _____ is enclosed for \$ _____ (Checks must be made payable to APICS and drawn on a U.S. bank.)

Charge to: MasterCard VISA American Express Discover

ACCOUNT NO.

EXPIRATION DATE

APICS. Making Business Run Better

APICS - The Educational Society for Resource Management is a not-for-profit international educational organization respected throughout the world for its education and professional certification programs. With nearly 70,000 individual and corporate members in 20,000 companies worldwide, APICS is dedicated to using education to improve the business bottom line.

APICS is recognized globally as

- the source of knowledge and expertise for manufacturing and service industries across the entire supply chain - in such areas as materials management, information services, purchasing and quality.
- the leading provider of high-quality, cutting-edge educational programs that advance organizational success in a changing, competitive marketplace.
- a successful developer of two internationally recognized certification programs, Certified in Production and Inventory Management (CPIM) and Certified in Integrated Resource management (CIRM)
- a distribution center for hundreds of business management publications and educational materials.
- a source of solutions, support, and networking through local chapters, workshops, symposia, and the annual APICS International Conference and Exposition

Please provide the following demographic information by checking all of the square(s) applicable for each category.

4. Member Profile

a. Business Environment (Check one.)

- a. Manufacturing d. Academic
b. Service e. Government
c. Consulting

b. Industry Type of Your Division (Check all that apply.)

- | | |
|--|---|
| <input type="checkbox"/> a. Automotive | <input type="checkbox"/> n. Mining |
| <input type="checkbox"/> b. Aviation/Aerospace | <input type="checkbox"/> o. Transportation |
| <input type="checkbox"/> c. Communications | <input type="checkbox"/> p. Retail |
| <input type="checkbox"/> d. Defense | <input type="checkbox"/> q. Maintenance/Repair/ Operations |
| <input type="checkbox"/> e. Distribution | <input type="checkbox"/> r. Metal Fabrication |
| <input type="checkbox"/> f. Education | <input type="checkbox"/> s. Pharm/Chemicals |
| <input type="checkbox"/> g. Electrical | <input type="checkbox"/> t. Plastics/Rubber |
| <input type="checkbox"/> h. Electronics | <input type="checkbox"/> u. Textile/Apparel |
| <input type="checkbox"/> i. Health Care/ Med. Devices | <input type="checkbox"/> v. Lumber/Paper |
| <input type="checkbox"/> j. Food/Beverages | <input type="checkbox"/> x. Software/Hardware |
| <input type="checkbox"/> k. Furniture | <input type="checkbox"/> y. Utilities |
| <input type="checkbox"/> l. Glass | <input type="checkbox"/> 1. Biotechnology |
| <input type="checkbox"/> m. Graphic Arts | <input type="checkbox"/> 2. Machinery |
| | <input type="checkbox"/> z. Other _____ |

c. Industry Classification of Your Division (Check all that apply.)

- | | |
|---|--|
| <input type="checkbox"/> a. Job Shop | <input type="checkbox"/> e. Repetitive |
| <input type="checkbox"/> b. Process | <input type="checkbox"/> f. Discrete |
| <input type="checkbox"/> c. Remanufacturing | <input type="checkbox"/> g. Nonmanufacturing |
| <input type="checkbox"/> d. Assembly | |

d. Key Area of Responsibility (Check all that apply.)

- | | |
|---|---|
| <input type="checkbox"/> a. Distribution | <input type="checkbox"/> l. Quality/Service |
| <input type="checkbox"/> b. Inventory Control | <input type="checkbox"/> m. Human Resources |
| <input type="checkbox"/> c. Operations | <input type="checkbox"/> n. Mgmt. Info. Systems |
| <input type="checkbox"/> d. Materials Mgmt. | <input type="checkbox"/> o. Research & Development |
| <input type="checkbox"/> e. Engineering | <input type="checkbox"/> p. Training/Education |
| <input type="checkbox"/> f. Sales/Marketing | <input type="checkbox"/> q. Supply Chain |
| <input type="checkbox"/> g. Finance/Accounting | <input type="checkbox"/> r. Self-Employed |
| <input type="checkbox"/> h. Professional Services | <input type="checkbox"/> s. Planning/Scheduling |
| <input type="checkbox"/> i. Shipping/Receiving | <input type="checkbox"/> t. Forecasting |
| <input type="checkbox"/> j. Production Control | <input type="checkbox"/> u. Logistics |
| <input type="checkbox"/> k. Purchasing | |
| <input type="checkbox"/> z. Other _____ | |

e. Your role in Product Acquisition (Check all that apply.)

- a. Recommend d. Buy
b. Specify e. None
c. Authorize

f. Your Job Title/Function (Check one.)

- a. Senior Management
(CEO/VP/General Mgr./Plant Mgr.)
b. Department/Divisional Management
(Materials Mgr./Operations Mgr./Director)
c. Functional Management
(Systems Analyst/Scheduler/Planner)
d. Other Resource Management Professional

g. Number of Employees at Location (Check one.)

- a. Under 100 d. 500-999
b. 100-249 e. 1,000+
c. 250-499

h. Why Are You Joining APICS?

- (Check all that apply.)*
- a. Networking
b. Career enhancement/professional development
c. Certification
d. Recommended by _____
e. Discounts on educational offerings
f. Keeping up with industry developments
g. APICS publications/magazines
h. Chapter activities
i. Recommended by employer
j. All of the above.
z. Other _____

i. Membership Involvement (Check all that apply.)

- Please indicate the chapter activity in which you would like to participate.
- a. Education f. Seminars
b. Publicity g. Treasurer
c. Programs h. Secretary
d. Membership i. Newsletter
e. Employment

j. How many years have you been in the resource management field?

- 4 yrs. or less 5-8 yrs 9-14 yrs. 15+ yrs.

APICS does not currently participate in or contribute to any lobbying efforts.

Questions? Call APICS Customer Service at (800) 444-APICS (2742) or (703) 354-8851, 8:30am - 6:30pm EST Monday through Friday.

Job Opportunities

To apply, visit the APICS National Website, Career Resources.

Supply Chain Coordinator

[FB Foods](#)

Salary: \$40,000 - \$70,000

Location: Miami, FL

Type: Full Time - Experienced

Responsible for forecasting, production planning, inventory control and purchasing.

Requirements:

Proficient in Excel, Word and supply chain concepts related to perishable consumer goods. Must be a multi-dimensional thinker that works well under pressure. CPIM Certification

Required Education: 4 Year Degree

NOTES: *US Residents Only. Medical and 401K benefits provided.*

Strategic Sourcing Services Team Lead

[Accenture](#)

JOB CODE: APIPCSACC1399

Salary: Open

Location: Tallahassee, FL

Type: Full Time - Experienced

This position is responsible for leading the Sourcing Services Team, which has the objective to strategically source select goods and services for existing and new State Term Contracts (STCs) mutually agreed upon between DMS and Accenture based on category segmentation and sourcing prioritization activities. Sourcing Services Lead provides leadership and direction to Sourcing Services teams, monitors the unit's progress against established objectives, resolves escalated issues, informs senior project management of status and issues on a regular interval, and interacts with senior client management as required to achieve the unit's objectives.

Please [Click here](#) to submit your resume for this position.

Reference Job Code **APICSACC1399**

Applicants for employment in the U.S. must possess work authorization which does not require sponsorship by the employer for a visa.

Accenture is an Equal Opportunity Employer.

Requirements:

-6-10 years procurement experience ·Some public sector procurement experience preferred ·2-3 years of supervisory experience for 3+ resources ·Budget and schedule responsibility ·Strategic Sourcing ·Ariba Sourcing ·MS PowerPoint ·MS Word ·MS Excel MS Access

Company Coordinators

ASO CORPORATION

Lee Stephens (941) 379-0300

BOARS HEAD PROVISIONS

CINDA WHALEY (941) 955-0994

EATON AEROSPACE

MARCUS TAYLOR (941) 751-7113

FLORIDA GULF COAST UNIVERSITY

ELIAS KIRCHE (941) 590-7325

FOX ELECTRONICS

Joe Denison (941) 693-0099

HONEYWELL

Melissa Little (941) 360-6100

PGT INDUSTRIES

Jeff Cordes, CPIM
(941) 486-0100

TELEFLEX ELECTRONIC SYSTEMS

Carol Mosley (941) 907-1000

TROPICANA

Gene Griffin, CPIM
(941) 742-3250

Interested in learning more about APICS and what's happening in your local chapter? Contact your Company Coordinator! If your company isn't listed contact [George Pastujov](#), VP Membership, to find out how you can help.

A Company Coordinator promotes APICS within their own company by:

- Defining the benefits of membership.
- Explaining the certification programs.
- Circulating the monthly meeting announcement and offering to make the necessary reservations.
- Posting schedules of seminars, certification review courses and fundamentals classes.
- Leading by example and attending as many Professional Development meetings as possible.

Benefits of being a Company Coordinator:

- Earn 2 points/year towards CPIM maintenance.
- Professional growth by learning about all the programs that APICS Florida Gulf Coast has to offer and participating in those programs.
- Personal growth in helping your colleagues develop their professional skills.



Florida Gulf Coast Chapter
c/o Jim Brooksher, CPIM
Tropicana Products, Inc.
1001 13th Ave. East



May APICS/ISM Workshop

Standard Work versus Continuous Flow Class

| | | | |
|-----------|--|-------|----------------|
| LOCATION: | PGT Industries - Nokomis, FL | DATE: | May 20, 2004 |
| SPEAKER: | Bill Dejonghe - Pall Aeropower | TIME: | 1:00 PM Start |
| COST: | \$79 person / \$59 person if 3 or more | | 5:00 PM Finish |

Directions to the May Workshop at PGT Industries:

Take I-75 to Exit 195 (Laurel Road). At the end of the off-ramp, turn East (left from North, right from South) onto Laurel Road. Go straight through the next traffic light, then turn left onto Knights Trail. Take your first left onto Technology Drive. Go straight to the end and check in with the Guard, telling him you are attending the APICS/ISM Workshop. He will direct you to the main entrance.