**JERRY G. MILLER**

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# Summary

A self-motivated, detail oriented and flexible graphic communications professional with twenty-three years of print estimating and a total of thirty-five plus years of diverse printing experience within the commercial offset, digital printing, point of purchase and screen-printing industries.

**EDUCATION:**

Eastern Kentucky University, Richmond, Kentucky

BS in Industrial Technology, May,1998

 Specialization: Graphic Communications/Computer Electronic Publishing

Minor: General Business

**QUALIFICATIONS:**

* Experience entails estimating, customer service, prod. Supervision, and production operations.
* Experienced with Microsoft office (Access, Excel, Word & Outlook)
* Successfully performed quote variance reports and budgeted hourly rate surveys
* Scored a 98% on a pre-employment Mechanical Aptitude test in May,1998

**2021 to BR-Printers, Cincinnati, Ohio**

**2023 A $52.91MM national educational and commercial printing company**

 **Sole Estimator February 2022 to Present.** Report to company president

* Worked as a team with lead estimator 11/2021 to 1/2022 until she retired.
* Receive/review request for quotes (R,F.Q.’s) from ten nationally based sales representatives and internal customer service representatives.
* Closely work with internal management to maintain accurate production standards to provide competitive marketplace pricing.
* Communicate and negotiate effectively with all outside vendors on required pricing, delivery dates, required spoilage and lead times.

**2015 to SpringDot Energized Communications, Cincinnati, Ohio**

**2021 A $6MM commercial printing firm**

**Estimating Manger/Senior Estimator.** Report to Chief Financial Officer (C.F.O.)

* Oversaw and worked with second estimator (11/19-10/21) to process competitive quotes to a five-person sales team, company President/Owner. Sole estimator (7/15-10/19)
* Earned two pay increases during my tenure at SpringDot, one at $3,000/year due to excellent work performance and $2,500/year due to increase in workload.
* Team collaborated with sales, C.S.R.’s, and management to ensure that all orders and/or quotes have all costs quoted properly before final billing.
* Worked closely with management, Chief Operating Officer (C.O.O.) and President/C.E.O. to review/revise production procedures, along with budgeted hourly rates (B.H.R.’s) as needed to maintain efficiency to keep production costs competitive.
* Revised quote process to minimize and /or eliminate costly errors or omissions during the quoting and production process. This process successfully decreased errors and omissions by 90%. This built excellent trust and respect from our sales staff as well as management.
* Communicated and negotiated effectively with all outside vendors on required delivery dates, pricing, and their required spoilage and turn time.

 **2012 to The Hennegan Company, Florence, Kentucky**

 **2015 An RR Donnelley Company, an $11.6B corporation**

**Estimating Specialist.** Report to lead estimator and Vice President, Pre-Press Digital Departments

* Providing accurate and timely quotes as member of a four-person estimating team for a local, regional, and national sales staff.
* Personally handled estimating for three members of the Hennegan sales force as well as sister company work
* Quoting automotive, high-end fashion, retail, health care and consumer product printing work on sheet-fed, full web and digital as well as fulfillment and mailing.
* Worked closely with internal production and negotiated with outside vendors to obtain the most cost effective, shortest lead time of production to satisfy customers, in efforts to maintain current business and obtain new business.
* Use of Logic version nine to input, compare and arrive at efficient production scenarios to provide sales staff with pricing that is competitive for their particular marketplace.
* Review internal production rates and hourly costs as well as reviewing job cost summaries as needed and recommend changes to the lead estimator.

**2003 to The Merten Company, Cincinnati, Ohio**

**2012 A Division of Champion Industries a $104.41M Corporation**

**Lead Printing Estimator 2010-12.** Report to Division Manager.

* Providing prompt, cost-effective, production-effective sheet-fed and sublet work quotes for five-member sales staff and seven other divisions as needed.
* Decreased production cost by 12-25% through combination press runs.

**Paper Inventory Control.** Responsible for weekly & quarterly in-house paper inventory reports.

* Used in-house inventory to expedite customer orders by 2 workdays.
* Reduced in-house paper inventory by as much as 80%

**2000 to Arnold Printing Company, Cincinnati, Ohio**

**2003 A 5.5MM commercial sheet-fed printer**

**Printing Estimator.** Reported to Sales Manager/Owners.

* Worked with lead estimator to compile all required quotes for a six member sales staff.
* Quotes provided in a prompt manner that were cost effective and efficient.
* Used Hagen 2.0 software for entering quote specifications and obtaining final prices.

**Volunteer Work and Extra-curricular activities**

**July 2023 to Gary Williams School of Martial Arts (Tae Kwon Do/Jiu Jitsu)-Current status: White Belt Present**

**1991 & Volunteer Head Baseball Coach of twenty-eight seasons ranging from ages 3 to 19**

**2000 to and above. Twenty-six seasons as head coach. Including two seasons at Williamstown**

**2022 High School (Williamstown, KY) as varsity assistant and middle school head coach.**

**2010 to Cub Scout Pack 717 Edgewood, KY**

**2015 Den Leader, Ages 6-10(Wolf/Bear/Webelo 1 & 2)**