

## **Sharon Bell**

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### **EXECUTIVE SUMMARY**

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An advocate for Human Rights supporting all people, with a strong background in Unions. Years of experience working with policies and procedures within Unions, Corporations and Financial Institutions. One life-long goal is improving the quality of life through service. Skills: Leadership, Healthcare, Quality systems and standards, educated, understand Union and management relations, team player, problem solver and conflict resolution.

#### **♦ Key Areas of Expertise ♦**

Disability and Social Security  
Contracts, Unions, Employees and Corporations  
Time management

Healthcare and Quality Systems  
Law Public Policies & Procedures  
Planning & Implementation

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### **EDUCATION**

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University of Phoenix  
Master of Business Administration in Health Care Management – 6/2007  
Master of Business Administration in Human Resource –Certificate in master's program  
U of D Mercy  
Bachelor of Arts Degree, Human Resources – 12/1998 Cum Laude  
Associate Degree, Legal Assistant

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### **PROFESSIONAL PROFILE**

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#### **Special Projects and Responsibilities:**

Successfully conducted research for the Union that lead to the union receiving approximately, \$75,000.00 dollars during Local Negotiations. My assignment was to determine where policies and procedures were weak and report those areas of weakness to the union. The Union was able to retain and gain new employees because of the research I conducted.

Quality Improvement Healthcare Coach, Michigan Healthcare Grant Program Pilot. A pilot healthcare initiative to improve care and cost. I used my systems skill to work with other Healthcare professionals, Quality System auditors and other medical administrators we created a healthcare auditing system. We successful performed auditors of healthcare services, both private practices and public. It was a success and has provided white paper examples of a healthcare auditing systems.

Former, Elected Board of Director of Unified Committees Federal Credit Union. Over the 9 years I served as Vice-President and Treasurer of the Credit Union's Board of Directors. As a Board of Director, I negotiated employee salaries, attended planning meetings, marketed products, studied market rates and trends, analyzed data, and hired the Credit Union CEO.

Former, UAW QS 9000 Lead Champion for our plant. Developed a one-on one operator training process, and trained trainers to train 5000 employees on Uniform Job Instruction. Facilitated and coached a team of 8 QS9000 trainers to implement the Operator Training Process. Our plant received QS9000 Certification and a noteworthy for training standards. QS9000 is an automotive Quality System Certification Requirement.

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## CAREER PATH

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**Material Handling Department (Driver)**  
**Present**

**September 2013 –**

**GM Powertrain Warren – 23500 Mound Rd, Warren, MI 48091**

Assisted Supervision to ensure all data/information had a flawless material flow. Supported BPD/Scorecard achievement. Worked with material supervisor to help ensure correct inventories for component/Press/Assembly material (inventory control process)

**Material Handling Department (Driver/Line Operator)**  
**September 2012**

**June 2012 –**

**GM flint Truck and Bus – 660 Opdyke, Flint, MI 48507**

Responsible for the effective use of material, and equipment – as part of the team I assisted in keeping production schedule and maintains quality requirements. That compiles with the terms of local and national labor agreements, and also complied with safety and good housekeeping standards.

**Labor Cleanup/Production/Quality**

**1975-2011**

**GM Powertrain Willow Run – 2625 Tyler Rd. Ypsilanti, MI 48198**

Responsible for representing the clean-up group at the plant-wide input meetings. Voted as the Labor Cleanup Facilitator and trainer of the group. Attended plant meetings with other groups to determine the needs of each group to ensure quality service as it relates to cleaning. Some Key concerns safety/ using safe chemical and products, ordering products, meeting with cleaning vendors and other environmental issues. This project was a corporate initiative to ensure quality, service and safety.

**Quality Auditor 2006-2011**

Assisted in creating job instructions using Excel, Power Point, Ms. Word, working with entire quality department. Auditing system the plant for compliance to our systems. Environment and Quality system audits.

**Quality Document 46 International Rep. Appointed to Local 735**

**Assisted in plant support for problem resolution for both quality and manufacturing issues. Also engaged on a wide range of compliance issues and problem resolution management and technical problem solving.**

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## PROFESSIONAL ASSOCIATIONS

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**Member:**

<b>Elected:</b>	UAW Local 909 Alternate delegate 36 <sup>th</sup> UAW Constitutional Convention
<b>Elected:</b>	UAW 909 Election committee, former
<b>Elected:</b>	UAW Local 909 C0-Chair Women's committee
<b>Elected:</b>	UAW Local 909 By-laws Committee
<b>Elected:</b>	UAW Local 909 Civil Rights Committee
<b>Elected:</b>	UAW Local 909 Chair Veteran Committee
<b>Elected:</b>	UAW Local 909 CAP Committee

<b>Board Member:</b>	UAW Cap Liaison Local 735 Executive Board President
<b>Board Member:</b>	UAW Local 735 Board Member at Large
<b>Board Member:</b>	14 <sup>th</sup> Congressional District, Former

<b>Appointed Member:</b>	19 years UAW Locally Appointed International Quality Network & Human Resource Development Representative Document 46 (Local 735)
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