

GLENN GELINAS

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April 30, 1992

Attn: John Jackson and Executive Search Committee  
Great Lakes United  
State University College at Buffalo, Cassety Hall  
1300 Elrawood Ave.  
Buffalo, NY 14222

Dear John and Committee Members:

Since joining GLU as a Technical Analyst on January 1, 1992, I have had the opportunity to review the functionality of the organization and have filled the most critical shortcomings to the best of my ability. My resume and enclosures reviews these activities.

During this period, I have developed plans to empower the organization and its members so as to fulfill the mission that is conveyed by the bylaws and the founding vision. I believe that the problems associated with the organization can be quickly and efficiently addressed and are outlined in the accompanying proposal.

This letter is to express my interest in being considered for the Executive Director position, highlights my qualifications regarding the three main responsibilities and the desired skills inventory expressed in the position availability notice.

Previous activities that I believed have fostered my ability to act as a public spokesperson for GLU include:

Responding to the request of Representative Paxon, I addressed the IJC and the Congressional Subcommittee on Great Lakes Water Quality on "The effects of toxic chemical migration from waste sites on the Great Lakes Ecosystem.

Presented an award winning talk in a research competition.

Within my first three weeks at GLU, I read all the published documents that GLU makes available to the public, all policy resolutions and substantial supportive material.

Attended the only board of directors meeting since my employment with GLU. This has allowed me to develop greater insight into organization policy, position, and operation.

A high diversity of jobs, hobbies, speaking events and materials that I have written have been focused toward a wide range and mixture of audiences. I am frequently

required to analyze and deliver in accordance with the situation. I feel that these skills are valuable in a spokesperson.

I have been in several managerial positions as well as working as a managerial consultant. My first managerial position was in Port Stanley, Ontario, lasted over six months and frequently interfaced with the Ministry of Labor, Ministry of the Environment and Canadian Customs.

As owner of Ecosystem Resources, I have directed and managed small office operations of up to four employees and numerous subcontracting situations.

In conjunction with Earth Day celebrations for Erie County and the University of Buffalo I was able to alleviate last minute budgetary shortfalls by initiating contacts that resulted in obtaining over \$6,000.00. This was done in one afternoon over the phone.

I believe that the skills that have been expressly desired are apparent upon inspection of my resume and from the previous examples. These examples illustrate some of my experiences that have incorporated the three main responsibilities of the position.

The accompanying materials have been included in order to elucidate my interpretation of the situation and to outline an interconnected plan to address that situation. I am confident that my background, skills, contacts and business associations would enable me to successfully implement this plan. I would eagerly discuss any aspects of my outlined plans or work prioritization and performance in greater detail upon your request. Thank you for your attention and consideration.

Sincerely,



Glen J. Gelinias

enc. Resume  
Proposal  
Three Organizational Diagrams  
GLU Promotional Ad  
EcoFest '92 Promotional Poster  
Volunteer Recruitment Memo  
Phone System Recommendation Memo

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G L E N J. G E L I N A S

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**ADDRESS:** 1480 Ridge Road • Buffalo, New York 14218 • (716) 825-7760

**EDUCATION:** M.S. Chemical Engineering (*January 1993*)  
Engineering Management Minor (*January 1990*)  
B.S. Chemical Engineering (*May 1985*)  
B.S. Biochemistry (*May 1985*)

**LICENSES:** EIT (*April 1990*)  
Registered Environmental Manager • REM 2621  
Registered Environmental Property Assessor • REPA 1079  
Registered Environmental Lending Analyst • RELA 1006  
AHERA Certified Building Inspector • CN 6744  
AHERA Certified Management Planner • CN 6745 NYS DOSH  
Asbestos Handling Certificate Inspector/Management Planner • AH 91-04046  
Sportfishing and Aquatic Resource Education Program (SAREP) Instructor

**EMPLOYMENT:** Great Lakes United, Inc., SUCAB, 1300 Elmwood Avenue, Buffalo, NY 14222  
**TECHNICAL ANALYST** (*1/92 - Present*)  
Contract obligations: design and assembly of a Great Lakes Basin pesticide study; create and coordinate a multidisciplinary technical advisory committee; and provide technical support for ongoing programs and upon request. Voluntarily assumed projects: initiated foundation contacts and obtained grant making resource materials; proposed special fundraising events; assessed and recommended database reorganization and identified obsolete records; compiled Great Lakes Basin postal codes geographically for marketing; recommended specifications for an additional phone line and an associated interface upgrade for the computer, fax and proposed fax-dispatch; initiated volunteer recruitment through student outreach and event sponsorship; 10<sup>TH</sup> Year Commemorative Book project - defined project specifications, obtained production and printing bids for Commemorative Book and promotional materials, solicited a commissioned sales force, currently telemarketing for ad sales and new member recruitment.

Control Engineering & Technology, P.O. Box 112, Franklin, MI 48025  
**ENGINEERING CONSULTANT** (*8/90 - Present*)

Responsibilities have been directed towards project engineering, management and supervision. The services provided include: Phase I property inspection, historical usage investigation, Phase II & Phase III project design. Preparation of Asbestos Management Planning bid specifications, proposal review, selection and project performance assessment. Management of client environmental concerns and reporting for tank testing, tank removal or replacement, hazardous material storage, transportation, decontamination and disposal. Non project related responsibilities have focused on computer system maintenance, employee review, employee training and development, marketing and proposal preparation.

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Ecosystem Resources • P.O. Box 1983, Buffalo, NY 14240

OWNER, PRINCIPAL SCIENTIST AND ENGINEER (*dba filed 3/90*)

Ecosystem Resources will provide an industrial mechanism to couple biodiversity and biotechnology to produce novel products for market. To date we have provided the following services: wetland delineations; bioremediation of contaminated soils; forest management; woodland delineations; environmental impact review; sludge reduction; marketing of absorbents and management services. Responsible for management, market focus, finances, project performance and approval. Managerial functions include: market analysis, advertising design, client solicitation, contract proposals, contract negotiation, personnel recruitment, project staffing and subcontracting responsibilities.

Construction Team Management • 8800 Main St., Clarence, NY 14221

BOTANIST AND ENVIRONMENTAL CONSULTANT (*10/90 - 1/91*)

Performed vegetation surveys for wetland delineations.

Sevenson Environmental Services • 2749 Lockport Rd., Niagara Falls, NY 14032

HAZARDOUS WASTE SAMPLING TECHNICIAN AND ENVIRONMENTAL CHEMIST (*7/90*)

Sampling of excavated drums and chemical compatibility testing.

Ken W. Kloeber Consulting Engineers • 8397 Boston State Rd., Boston NY 14025

BOTANIST AND ENVIRONMENTAL CONSULTANT (*6/90 - 8/90*)

Performed wetland delineations for inclusion in project environmental impact statements. This included vegetation zone contour mapping, transect layout, vegetation characterization and surveys, soils characterization and review of site hydrology. Reporting was done in a manner consistent with Army Corps of Engineers format, and complying with local, state and federal legislation.

Waste Stream Technology • 661 Wyoming Ave., Buffalo, NY 14215

PROJECT ENGINEER AND RESEARCH SCIENTIST (*8/88 - 12/89*)

Specified and directed the installation of field laboratories and office facilities. Supervised and coordinated the operation of large bioremediation projects for soil contaminated with phthalates, aliphatic, aromatic, and polyaromatic hydrocarbons. Directed and managed research programs selecting and screening for possible process inclusion: new bacteria, primary growth substrates, inducing substrates, and surfactants to enhance the biodegradation of these hydrocarbons; studied the fate of contaminants and the extent of volatilization, production of bacterial lipase and optimization of bioreactor performance. Implemented scale up of research results using newly selected bacteria and primary growth substrates minimizing the inhibition of subsequent degradative activity. Maximized bioreactor batch productivity with the retrofit of new aeration and pH control equipment. Performed statistical, kinetic and predictive analysis from landfarm data. Prepared contract proposals and reports. Experienced working with industrial hygienists, governmental regulators, EPA test methods and protocols.

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## BIOREMEDIATION CONSULTANT (*Self-employed 11/87 to 10/88*)

Evaluating and advising insitu bioremediation projects for enhanced destruction of subsurface gasoline. Geohydrologic site assessment, measurement of hydrocarbon concentrations, enumeration and characterization of soil bacteria.

## University of Buffalo Foundation • SUNYAB - Amherst Campus,

### RESEARCH SCIENTIST AND ENGINEER (*Employed 9/85 to 12/87*)

Design, construction and testing of a novel soil respirometer and its use in evaluating insitu soil bioreclamation at sites contaminated by low molecular weight chlorinated hydrocarbons.

## Educational Television & Engineering Services • SUNYAB - Main Street Campus, Wende Hall, Buffalo, NY 14214

### ELECTRICAL TECHNICIAN (*Employed 9/81 - 1/84*)

Repair of electrical and mechanical audio-visual equipment. Inventory and ordering of replacement parts. Accounted for records of received, repaired and outgoing equipment. Audio-visual aide to classroom facilities.

## AWARDS:

Second Place, New York State Regional, American Institute of Chemical Engineering, Undergraduate Research Competition for work pertaining to Computer Aided Sequencing of a DNA fragment from the Vaccinia virus.

## COMPUTERS:

Strong background using DEC VAX/VMS, IBM PC/DOS systems and some PC diagnostics experience. Software familiarity includes WordPerfect, Paradox, Reflex, Windows, dBASE III, and Lotus 1-2-3. Programming experience with Pascal and Fortran.

## INTERESTS:

Amateur brewer and wine maker; Volunteer Environmental Educator - Tift Nature Preserve; Sailing; canoeing; cycling; archery; wild edible plants; hunting and fishing.

## AFFILIATIONS:

Applied Biotreatment Association  
American Chemical Society  
Society for Industrial Microbiology

American Institute of Chemical Engineers  
American Society for Microbiology  
National Environmental Health Assoc.

Niagara Frontier Botanical Society  
World Watch Institute  
National Wildlife Federation  
American Chestnut Foundation  
Adirondack Mountain Club  
Former President and Founder  
of U.B. Scuba Diving Assoc.

Nature Conservancy  
World Wildlife Fund  
Greenpeace  
Buffalo Museum of Science  
Sierra Club