



Rebecca Rupp

Barr Technical Services, LLC

144 Montana Avenue | Oak Ridge, TN | rbrupp@barrtechnical.com | (509) 531-4545

Operations Management Professional

Accomplished business management professional with proven success in effectively managing multiple projects, developing winning solutions, and solving complex problems through application of highly efficient best practices.

Leadership Style – Relentlessly pursues goals, surpassing expectations through positive team building and solid leadership. Acutely focused on accurately assessing goals, identifying talent and delegating responsibilities to consistently beat deadlines while delivering solutions on or below budget.

Professional Summary

- Staff Augmentation Support
- Contract Support Services
- Project Management
- Human Resources
- Proposal Preparation

Professional Experience

Barr Technical Services, LLC – Certified DBE, Economically Disadvantaged Small Women Owned Company

Owner, CEO | Current

Provide Management and Contracting services to the Federal and Commercial companies. Barr Technical Services LLC is a certified Disadvantaged Business Enterprise and Economic Disadvantaged Women Owned Small Business located in Tennessee. Barr Technical Services, LLC is currently offering a variety of Business Management and Consulting Services including Project Management and Contract and GSA Support. Barr Technical Services, LLC also offers Radiation Protection Programs in many areas including, MARRISSM, Program Development, Implementation and Assessment, Radiation Shielding Design/Review, Radiation Risk Assessment, and Facility Hazard Categorization.

Dade Moeller | Oak Ridge, TN

Business Manager – Eastern Regional Operations | 2010 – 2012

Providing effective leadership and coordination of Project Managers, Accounting, Finance, and Contract teams for Eastern regional operations.

- Established and developed newly formed Eastern Operations office, including applying company structure, policies, and practices to retain consistent operations
- Effectively process, evaluate, and analyze financial reports, human resource functions, contracts, and purchasing, working to create a cohesive operational structure



- Built and cultivated relationships with state and local entities to establish proper market entry
- Played integral role in the development of budgets, safety programs, and procurement strategies
- Reconciled and recovered thousands of dollars in previously uncollected Account Receivables

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Contract Specialist – Energy & Environmental | 2008 – 2010

Worked to procure goods, systems, and service, developing beneficial contract negotiations that consistently reduced costs and increased project efficiency.

- Researched and evaluated pricing against actual market value and negotiated prices with vendors to reduce expenditures and maximize budgets
- Managed contract accuracy and content through effective communication with relevant departments and staff
- Monitored performance for adherence to original proposal and assist in contract reviews that evaluated compliance with original terms, customer specifications, and government regulations

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Specialized Patent Paralegal – International & United States | 2000 – 2008

Supported Patent Attorneys and Patent Agents in preparation, filing, and annual maintenance of over 800 U.S. and International patent applications.

- Performed detailed patent searches, and factual analysis, leading to government compliance and patent non-infringement
- Researched “prior art” and submitted annotated technical references with United States Patent Office

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Human Resources | 1998 – 2000

Supported recruitment activities for the Environmental & Health Sciences Directorate, including the procurement of top talent for a wide range of positions, candidate employment package creation, and offer letters.

Gladstone & Swisher Law Firm | Richland, WA

Paralegal | 1997 – 1998

Prepared over 50 criminal, bankruptcy and estate planning cases for prosecuting and bankruptcy attorneys.

Tri Cities Chaplaincy | Kennewick, WA

Operations Manager/Acting Executive Director | 1995 – 1997

Instrumental in establishing the Tri Cities Hospice House & Counseling Center through procurement of funding, organization of thousands of volunteers, and managing a \$3MM budget.

Boeing Computer Services | Richland, WA

Project Manager – Scientific & Engineering Department | 1976 – 1995

Directed engineering staff in the research and development of procurement strategies for UNIX base computer systems and related software totaling \$1.6 MM annually.

City of West Richland | West Richland, WA

Mayor (elected 1986-1989)

Presided over all government departments, recruited, hired and facilitated training of all personnel. Competently handled and resolved disputes and union grievances, and worked toward developing mutual respect in complex interpersonal situations. Conducted council



meetings and appointed citizens to various city boards.

Education

Bachelor of Science in Business Administration and Legal Administration

City University | Richland, WA

Paralegal Degree and Certification

City University | Richland, WA

Community Involvement

- 2011 – Present Board of Trustees – Children’s Museum
- 2013 – Present Paul Harris Fellow & Board Member, Rotary, Oak Ridge Breakfast Rotary
- 2002 – 2010 President, Benton County Public Facilities District for County Commissioners
- 2008 – 2010 Project Director, Camp Patriot (Team Battelle)
- 2007 – 2009 Project Director, First Tee of Columbia Basin (Team Battelle)
- 2008 – 2009 President, Soroptimist International for Three Rivers
- 1994 – 1996 Board of Trustee Director, Benton Rural Association
- 1995 – 1996 Loaned Executive to United Way
- 1989 – 1990 President, American Heart Association

Awards

- 2006 Battelle Community Volunteer Award Recipient