
KRISTINA KHEDERLARIAN

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MANAGEMENT PROFESSOR

Highly motivated and experienced management expert, receiving PhD in December 2020. Comprehensive understanding of the skills needed to manage cross-functional teams, implementing diversity for strategic advantage, and technology/ project management. Well versed in measurably reducing costs through intelligent, informed resource management and the skillful and effective motivation of employees. Experienced in management consulting and establishing robust relationships with clients to identify and clarify needs and vision. Knowledgeable on how to bring change management to organizations, serving all levels of the company. Skillful in leveraging creativity and innovation to identify opportunities for improvement. Regarded for the ability to deliver outstanding results with the highest degree of expertise and professionalism.

CORE SKILLS AND COMPETENCIES

- Project Management
 - Grant Management
 - Research
 - Christ Centered Focus
 - Team Leadership
 - Business Analysis
 - Running Student Labs
 - Launching New Programs
 - Diversity & Inclusion
 - Editing for Publication
 - Technology Management
 - Management Consulting
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SELECTED CAREER ACHIEVEMENTS

- **University of California Irvine.** Currently serving as the Interim Assistant Director for Payroll Systems in the Division of Finance and Administration.
 - **Pomona College.** Managed all technology related projects on campus, partnering with faculty and staff across the college.
 - **Claremont Graduate University.** Oversaw two grants, selected to serve as the Project Manager of the Digital/ Text Innovation Lab and the National Political Performance Lab.
 - **Ballistix.** Lead Consultant for the integration of technology, operational procedures, campaign plans and promotional collateral for four international clients.
 - **Utility Trailer Manufacturing Company.** Led implementation of a new sales system for a network of over 100 dealerships, facilitating communications between all stakeholders.
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PROFESSIONAL EXPERIENCE

UNIVERSITY OF CALIFORNIA IRVINE, Irvine, CA **(2019-present)**

Interim Payroll Systems Assistant Director, Division of Finance and Administration

The **Payroll Systems Assistant Director**, leads a team of three business analysts and is responsible for all technology systems in the Central Payroll Department at UCI. This role is responsible for serving as the point of contact to senior leadership on campus.

- Leads a team of three business analysts
- Facilitates communication with senior level leadership on campus, as well all students, faculty and staff
- Serves as a liaison with other UC campuses
- Responsible for maintaining business intelligence reporting for campus leadership and key stakeholders
- Serves as the liaison between developers, vendors, and internal users on all project communication

CLAREMONT GRADUATE UNIVERSITY, Claremont, CA **(2017-2020)**

Project Manager, Digital/ Text Analysis Lab and National Political Performance Lab

The **Project Manager**, is responsible for overseeing the grants to fund these initiatives, which include managing all research assistants and ensuring that the projects stay on schedule and budget.

- Responsible for project deliverables, ensuring that research is delivered on time and within budget

- Facilitates all project meetings with research assistants
- Oversees the output of all researchers, to ensure the accuracy of their work
- Serves as the liaison between students, faculty and grant administrators for all project communication and updates

POMONA COLLEGE, Claremont, CA

(2017-2019)

Business Analyst, ITS Project Management Office

The **Business Analyst**, fulfills a key role leading the coordination and execution of all technical projects, facilitating the flow of critical information and communications between college stakeholders and members of the technical development team.

- Defines project requirements and business processes with project teams
- Facilitates all project meetings with students, faculty and staff
- Maintains the project portfolio, using business intelligence reporting
- Responsible for all vendor communication and contract management
- Serves as the liaison between developers, vendors, and internal users on all project communication

BALLISTIX, International

(2016)

SPE Consultant/ Project Manager (2016)

An established record of accomplishment at this International Consulting firm. Most recognized for specialization in: Strategy, Change Management, CRM and Business Intelligence, and Promotions.

As **SPE Consultant/ Project Manager**, builds the infrastructure and processes required for the successful implementation of Sales Process Engineering.

- Builds high-throughput environments for clients by managing the strategy and implementation of infrastructure and processes.
- Implements and configures Salesforce, Vtiger, Close.io and Microsoft Dynamics CRM.
- Analyzes data from key sales and customer service functions to make recommendations resulting in an increase in sales activity, coupled with a reduction in expenses and a major lift in customer service quality.
- Recruits, trains, applies change management methodology, coaches management, inside sales, field sales, research and customer service teams.

UTILITY TRAILER MANUFACTURING COMPANY, City of Industry, CA

(2010-2016)

IT Project Manager, Business Analyst, Sales Project Administrator (2013 to 2016)

A demonstrated record of success and achievement at this leading provider of dry vans, flatbeds, reefers, and curtain-sided trailers, marked by a series of promotions to positions of increased influence, authority, and accountability. Retained for demonstrating an unwavering commitment to success and the resolution of all assigned responsibilities, coupled with a curious nature that drives the identification of innovate ways to drive improvement.

As **IT Project Manager**, fulfills a key role leading the coordination and execution of multiple high-profile technical projects, facilitating the flow of critical information and communications between business stakeholders and members of the technical development team.

- Defines, focuses, and clarifies project scope, milestones, and deliverables, maintaining alignment with project activities and organizational goals; assumes responsibility for ensuring the accurate calculation and acquisition of necessary project resources and staff members.
- Schedules all project timelines, managing project members and activities to ensure enforcement of key development milestones while maintaining adherence to all quality standards.
- Maintains continuous vigilance, providing reports on the health and direction of each project to stakeholders and executive management.
- Led the implementation of a new Sales system for a Dealer Network of over 100 dealerships, serving as the liaison between IT developers, users, and upper management to ensure achievement of company objectives in full satisfaction of internal and external expectations.

2012 to 2013: Technical Sales Coordinator

Leveraged a consultative sales strategy to gain insight into the specific business requirements and challenges faced by each client, resulting in the recommendation and sale of product lines aligned with the unique needs of each account.

- Serves as a trusted advisor and subject matter expert, providing clients with guidance and direction regarding product specifications and comparisons in order to identify suitable products.

- Communicated client needs to stakeholders in the Engineering, Manufacturing, and Scheduling departments.
- Successfully converted over \$2B in sales orders to production.

2010 to 2012: Field Service Coordinator

Ensured the overall quality of the customer experience, identifying, addressing, and resolving client concerns regarding technical issues and performing follow-up inspections and visits. Located articles, explained functionality, and provided comparisons between products for the benefit of clients.

- Assumed an integral role tracking internal and vendor failures, fires, safety campaigns, and provided the monthly and quarterly reports directly to NHTSA (National Highway Traffic Safety Administration).

MCKINLEY CHILDREN’S CENTER, San Dimas, CA

(2008-2009)

Behavior Specialist

Led the provision of physical and psychological counseling to children attending specialized daycare centers, with authority over the selection of treatment, learning plans, and development programs aligned with each individual’s needs.

- Recruited to build social skills in children diagnosed with emotional issues, autism, and schizophrenia, empowering each individual to integrate into society.
- Collaborated with a network of psychologists, therapists, teachers and social workers to provide proper treatments to patients.

CITY OF GLENDORA, Glendora, CA

(2004-2006)

Recreation Leader

Orchestrated all facets of youth activities that included field trips, drug prevention programs, and guidance.

EDUCATION & PROFESSIONAL CERTIFICATIONS

PhD in Management & International Politics (To be conferred December 2020) –

CLAREMONT GRADUATE UNIVERSITY

Master of Arts Degree in Management (With Honors) – AZUSA PACIFIC UNIVERSITY

Member, SIE Theta Kappa Honorary Management Society

Master of Arts Degree in International Studies – CLAREMONT GRADUATE UNIVERSITY

Emphasis in Computational Analytics

Bachelor of Science Degree in Political Science – AZUSA PACIFIC UNIVERSITY

Dean’s List, President’s Scholarship Recipient

CONFERENCE PRESENTATIONS AND PUBLICATIONS

Published:

Khederlarian, Hamlin & Kugler. “Eurasia: Russia Plus.” *The Rise of Regions*, edited by Tammen & Kugler, Rowman & Littlefield, 2020.

Dissertation:

The Consequences of Annexation on Financial Markets

Presented Research at:

TRC Conference, Carmel 2018 and Portland 2019
 Digital Humanities Project Roundup, Claremont 2018
 International Studies Association (ISA) Conference, Toronto 2018
 International Studies Association (ISA) West Conference, Pasadena 2018
 Claremont Graduate University Student Conference, 2017