

Rick A. Novak

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Skills and Qualifications

Certified Seed Production:

- Oversee and implement Syngenta Cereal Production Plans to ensure standards of quantity, purity and quality.
- Place Syngenta seed production and conditioning agreements for eight international regions.
- Manage and enforce Syngenta seed production protocols to meet harvest goals.
- Collaborate with multiple State Seed Certification agencies to perform field inspections, lab analysis and final certification.
- Organize and manage customer seed delivery logistics for Syngenta growers nationwide.

Project and Personnel Management:

- Supervise Production and Supply Chain Staff for Cereals for North America with direction, training and performance evaluations
- Follow through on established annual operational budgets to maintain established Cost of Goods budget

Written and Verbal Communications:

- Written seed production protocol documents for internal and external use
- Oral presentations on seed production at cereals meetings and grower groups
- Computer Experience; Email, Word, Excel, SAP, Power Point

Strategic Planning:

- Annually work with Cereals Finance to develop and manage annual budgets for cost of goods and seed production
- Annually work with Regional Business Teams to develop production plans to achieve their sales targets
- Develop and implement useful seed production and processing protocols to help maintain quality
- Develop a variety of agreements for seed production and processing, working with legal to achieve target
- Develop protocols for seed production that may be transported internationally
- Develop a backup seed resource stock plan for Cereal stock seed supplies

Field Operations:

- Performed annual visits to contract growers' conditioning facilities and contracted production fields
- Utilize certification agencies to inspect and also personally walk production fields to evaluate

- Collect seed samples from production fields for Cereals grow-out evaluations
- Gather production and quality information for entry into Cereals inventory
- Attend several field day and plot tours annually
- Attend several Crop Improvement meetings annually

Work and Community Development Experience

Cereals Production and Supply Chain Manager

Syngenta Seeds Inc. – Berthoud, CO

May 2002 – Present

Church Council Director

Trinity Lutheran Church – Loveland, CO

January 2006 – January 2008

Seed Production Specialist

North Central Research Extension Center – Minot, ND

January 1995 – May 2002

Director

Minot Rural Fire Department – Minot, ND

April 1999 – May 2002

Secretary-Treasurer

Afton Township – Minot, ND

April 1997 – May 2001

Crop Production Specialist

Cenex Land O Lakes – Devils Lake, ND

January 1993 – January 1995

Education

Bachelor of Science in Soil Science

North Dakota State University – Fargo ND

December, 1992