

Ken Klein

Executive Director

Contact

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Education

Western Washington University
Bellingham, WA
B.A. Business Administration –
Finance

Key Skills

Strategic Planning
Problem Solving
Financial Management
Adaptive Management
Realistic Optimism
ERP Implementation
Construction Management
County Government Leadership
Continuous Improvement

Objective

Results-oriented executive leader with 18+ years of experience and a proven knowledge of strategic planning, senior leadership, operational process improvement and financial management. Aiming to leverage my skills to successfully fill the City Manager role at the City of Daytona Beach.

Experience

January 2017 - present

Executive Director • Snohomish County

- Responsible for the direction of the Human Resources, Finance, Continuous Improvement, Natural Resources, Public Records, Information Technology, Public Works, Planning & Development and Facilities departments. Act as executive's representative with elected leaders of the Public Safety departments.
- Ensure successful department performance by establishing organizational goals, setting key performance indicators and managing workflows
- Represent the organization at public hearings and to the community; communicate the County's policies, goals, programs and objectives

January 2014 – December 2016

Councilmember • Snohomish County

- Provide monthly written & verbal reports on county and state legislative business to city councils & chamber of commerce
- Identify opportunities to prioritize resources to meet the greatest need
- Supervise and direct the work council legislative and analytical staff
- Convene local government officials to coordinate regional public policy

August 2008 – December 2013

Operations Manager/Accounting Mgr • Compass Group @ Microsoft

- Communicate department expectations; planning, monitoring, appraising and reviewing job contributions
- Forecast requirements; prepare an annual budget; schedule expenditures; analyze variances; initiate corrective actions
- Oversee daily operations and ensure compliance with policies, procedures and guidelines to promote their consistent application and alignment with organizational vision