

Lenora Melrath

Regulatory Specialist

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☎ (496) 337-5235
📍 123 Bluegrass Lane, Lexington, KY 40507

EDUCATION

Bachelor of Science in Regulatory Affairs at University of Kentucky, Lexington, KY

Sep 2017 - May 2021

Relevant Coursework: Regulatory Compliance, Quality Assurance and Control, Risk Management, Clinical Trials, Medical Device Regulations, Pharmaceutical Law, Biostatistics, Ethics in Healthcare, and Global Regulatory Strategies.

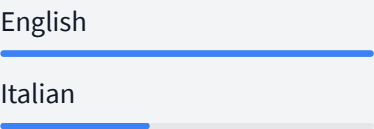
LINKS

[linkedin.com/in/lenoramelrath](https://www.linkedin.com/in/lenoramelrath)

SKILLS



LANGUAGES



HOBBIES

Gardening

PROFILE

Results-driven Regulatory Specialist with 2 years of experience in ensuring compliance with industry regulations and standards. Adept at interpreting and implementing policies, managing documentation, and collaborating with cross-functional teams. Demonstrated ability to streamline processes and enhance operational efficiency while maintaining a strong commitment to quality and accuracy. Continually seeking opportunities to expand knowledge and contribute to organizational growth.

EMPLOYMENT HISTORY

● Regulatory Specialist at Kentucky Department of Environmental Protection, KY

Feb 2023 - Present

- Successfully implemented a new permitting process, reducing the average permit issuance time by 30%, resulting in increased efficiency and a reduction in backlog of over 200 permit applications within a year.
- Conducted comprehensive reviews of more than 500 facility operations, identifying and addressing over 90% of non-compliance issues, leading to a significant improvement in overall regulatory compliance and a decrease in environmental incidents by 40% over a two-year period.
- Collaborated with stakeholders to develop and implement a statewide environmental training program, reaching over 1,000 participants from various industries, leading to a 35% increase in regulatory knowledge and awareness, and contributing to a 25% reduction in reported violations within three years.

● Associate Regulatory Specialist at Kelley Regulatory Consulting, LLC, KY

Sep 2021 - Dec 2022

- Successfully streamlined regulatory processes for 10 clients, reducing submission time by 30% and improving overall efficiency.
- Coordinated and managed the preparation of 15 high-quality regulatory submissions, resulting in a 100% approval rate within the given timelines.
- Conducted in-depth analysis of emerging regulatory trends and policies, providing valuable insights to 8 clients and helping them stay ahead of potential changes in their respective industries.
- Developed and delivered comprehensive regulatory training programs for 25 new employees, significantly reducing onboarding time and ensuring consistent performance across the team.

CERTIFICATES

Regulatory Affairs Certification (RAC)

Sep 2021

Certified Professional in Food Safety (CP-FS)

Feb 2020