

David (Dave) Loncaric
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Demonstrated leader with excellent program management skills, an eye for detail, and customer focus seeking new opportunity in the field of event planning/trade show coordination.

SUMMARY OF EXPERIENCE

Dare to be Aware Fair (2/2014 – Present) – Co-Chair Milwaukee, WI

Co-chair of the Production Team for the Fair, including communications, onsite logistics and coordination.

Impact Business Group (Stryker) (8/2016 – 12/2016) – Marketing and Medical Ed Events Coordinator Portage, MI

Coordinated supplies for trade shows, symposiums, and events for the Craniomaxillofacial division.

Traffic and Parking Control (TAPCO) (6/2014 – 5/2016) – Event and Trade Show Coordinator Brown Deer, WI

Events – Plan and execute quarterly employee meetings, monthly lunches and retirement parties. Also coordinate annual FBI/LEEDA and VA Conferences. *Trade Show* - Implementation of 62 trade shows per year. Activities including forecast, budget, ROI, pre-show planning through post-show completion, including space reservations, badge ordering, ordering show rental items, packing and shipping trade show materials. Coordination with Marketing Department and Sales Representatives.

Wisconsin Center District (7/2014 – 11/2014) – Floor Supervisor Milwaukee, WI

Supervise floor staff, opening and closing duties as required by event, assist Event Services Manager with events, resolve customer issues as required.

Executive Director, Inc. (5/2013-6/2014) – World Gastroenterology Organisation - Program Manager Milwaukee, WI

Maintain/update database of all Member Societies and members. Publication of the quarterly newsletter, *e-WGN* and monthly *e-Alerts*. Minutes, agendas, meeting planning, exhibit planning and coordination of teleconferences. Assist Executive Director with coordination of Governance and Leadership functions.

Schneider Excavating (2/2007-11/2010 and 4/2011-5/2013) – Administrative Assistant Lannon, WI

Administrative support to President, Vice President and Project Managers. Maintain/update database of all bids and contacts. Facilitate weekly meetings by creating agendas, action item lists, and meeting minutes. Reduce workload for project managers and assist drafting bids for excavation quotes. Schedule and coordinate with subcontractors and vendors on multiple projects simultaneously.

COMAIR Airlines – Delta Connection (3/1991 – 2/2007)

Customer Services Manager 1996-1999 AND 2005-2007, **Appleton, WI**

City Development Manager/Project Manager 1999-2005, **Cincinnati, OH**

Coordinated with multiple internal departments at corporate headquarters to facilitate new flight service to new national and international destinations. This position supported nine Regional Managers. During this six year period fifty to sixty new destinations were started on time within the required ninety day window or less. This job position did not previously exist at Comair, I created the job position. Subsequently job position was copied by a competitor within airline industry. Prior to serving in a management capacity, held the following positions:

Customer Services Supervisor 1995-1996 **Cincinnati, OH**

Liaison Manager/Lead Agent 1994-1995, **Appleton, WI**

Customer Service Agent 1991-1994, **Milwaukee, WI, Kalamazoo, MI and Appleton, WI.**

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PERSONAL AND COMMUNITY DEVELOPMENT – VOLUNTEER AND HUMANITARIAN

Meeting Planners International (Wisconsin Chapter) (2016 – Present) – Member

Starfish Foundation (Starfishfound.org) (1/2013 – 1/2015) – Volunteer – At Large Board Member

Foundation's Mission is to assist trauma survivors to release their grief, rage and shame; and to allow them have joy, productivity and prosperity back into their lives. Organize and coordinate fund raising events to allow the Foundation to aid those unable to pay for participation in "Taking It Lightly", "Renewal", and programs for veterans designed to promote emotional healing.

Meetup.com – Milwaukee Movie Fans (Organizer) (7/2008- 5/2015) – More than 200 social events organized and implemented for movie meetups, theater events, and discussion groups.

Center for Creative Learning (www.lightly.com) (2012- Present) – Volunteer for *Taking It Lightly* weekends, which are to promote emotional healing for individuals.

EDUCATION

Milwaukee Bartending School – West Allis, WI. - Certificate for Qualified Mixologist, satisfactorily completing the course of Study in Bar tending and passed the required tests in mixology, liquors, wines, customer service and alcohol awareness.

Carlson Travel Academy - Milwaukee, Wisconsin.

Catholic Memorial High School - Waukesha, Wisconsin.