



Melissa Zirbel

Resource Manager

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**“ Individually we can
do very little, but
together we can do so
much more. ”**

Responsibilities

My role as Resource Manager is to support IMEC’s Third Party Resources as an extension of our internal team. I am primarily responsible for leading, supporting and facilitating the execution of our internal and Third Party Resources key functions and processes. This includes those related to the allocation of internal and external resources, internal and external service and resource development, client services and organizational support. My role involves recruiting, onboarding and strategically managing our third party partners.

I have the opportunity to advocate on behalf of clients by monitoring our Third Party Resources’ performance and client satisfaction with the resources, and essentially identify opportunities for improvement and growth. I have a strong background in project management and collaboration with different departments across industries that will allow me to ensure strategic alignment with IMEC’s core purpose of fostering long-term economic and workforce competitiveness.

Qualifications

- Bachelors in Business Administration from Lewis University
- Project Management
- Customer Advocate