

Bryant K. M. Yabui


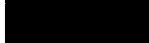
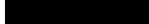


Objective: To obtain a challenging career where I can utilize my communication, analytical and organizational skills.

Qualifications:

- Analytical skills include identifying and solving problems
- Highly-effective communication and team-building skills
- Highly organized and detail-oriented
- Works well under pressure

Education:

-  Juris Doctorate, Lewis and Clark Law School (Portland, Oregon)
-  B.A. Sociology, University of Hawaii at Manoa (Honolulu, Hawaii)
-  Iolani School (Honolulu, Hawaii)

Recent Employment:

- 2015 – Present **State of Hawaii, Office of Enterprise Technology Services**
Contracting and Procurement Specialist
Coordinates procurement activities and provides staff support in conducting difficult/complex solicitations involving program analysis and development of procurement strategies for highly technical and complex purchases.
- 2011 – 2015
2008 – 2010 **Hawaii Disability Rights Center**
Intake Advocate/Attorney
Conducted phone and in-person interviews of physically, mentally or developmentally disabled individuals, who were seeking legal and/or advocacy assistance. Inputed all relevant information into a database and reviewed requests with an Intake Committee for case assignments. Provided information and referral assistance to consumers, as needed.
- 2006 – 2007 **Castle Medical Center**
Contracts / Reimbursement Specialist
Reviewed and negotiated vendor contracts for various departments of the Hospital. Developed and managed the contract management process.
- 2004 – 2005 **CB Richard Ellis Facilities Management, Inc.**
Contracts Manager
Developed and managed the contract management process for the Bank of Hawaii account. Drafted, reviewed and analyzed vendor contracts to ensure that the terms comply with legal and contracting principles and corporate and client policies and procedures. Managed the Request for Proposal process for large corporate-wide services.

- 2001 – 2004 **Bank of Hawaii**
Senior Contract Analyst (Sourcing Officer)
Drafted, reviewed and negotiated vendor contracts for the bank in the areas of Corporate Risk, Finance and Facilities. Communicated with department heads on negotiation strategies. Identified and advised senior management of the potential legal risks to the corporation on certain contracts. Oversaw, directed and supported project teams in all phases of a competitive bid (RFP) process.

- 1999 – 2001 **Self-Employed**
Paralegal
Provided various types of legal services, including legal research and writing, and drafting of legal documents.

- 1997 – 1999 **The Office of Hawaiian Affairs**
Health and Human Services Specialist
Assisted in the planning and coordination of programs and projects related to the identification of health and social needs of Native Hawaiians. Drafted, monitored, and evaluated grants and contracts for the division. Drafted and presented OHA testimony at the State Legislative hearings.

Licenses and Certificates:

- Hawaii State Bar Association (License #6690) – Inactive (Voluntary)
- Essentials of Government Contract Management – Villanova University Certificate (12/2010)
- Karrass’ Effective Negotiating - Certificate (11/2003)
- Interaction Associates’ Essential Facilitation - Certificate (5/2002)

Volunteer Work:

- State of Hawaii – Department of Health, Disability and Communication Access Board Member (2013 – 2017)
- Volunteer Legal Services of Hawaii (2006)
- Make-A-Wish Foundation of Hawaii – Wish Granter (1997 – 2002)
- Pew Civic Entrepreneur Initiative – Member (Honolulu, 1998-1999)

Miscellaneous:

- Microsoft Office Programs – Proficient in Word, Excel, Outlook and Internet Explorer.
- Type 60 words per minute.

References:

- Available Upon Request