

# **Valerie Pitts**

## **Administrative Support Associate**

Valerie is the Administrative Support Associate for the Technology Transfer Program at the Kentucky Transportation Center, University of Kentucky. She oversees a budget of \$350,000, lends administrative support to the Technology Transfer Program Manager, is responsible for all department purchasing and receiving, processes daily deposits for training fees, and produces monthly financial reports. She also processes travel reimbursements for staff and supervises T2's student employees and monitors and repairs training equipment.

Valerie has worked for the University of Kentucky's Engineering Department since February 2000, serving as an account clerk in the Electrical and Computer Engineering Department before coming to the Transportation Center.

She and her husband have two children who keep them very busy with after-school sports and activities. They all enjoy horseback riding and own their own horses.