

# Logistics Manager

# ROBERT SMITH

Phone: (123) 456 78 99

Email: [info@website.com](mailto:info@website.com)

Website: [www.website.com](http://www.website.com)

LinkedIn:

[linkedin.com/username](https://www.linkedin.com/username)

Address: 1737 Marshville Road,  
Alabama.

## Objective

Accomplished Logistics Manager offering valuable experience that includes the coordination, transportation, and delivery of goods. Offer expertise in key tasks such as organizing the safe and efficient storage and distribution of goods, and to ensure that orders are satisfied correctly. Exemplary record of ensuring stock is maintained and moved efficiently while providing great customer service.

## Skills

Logistics Management, Warehouse Management, Transportation, Microsoft Office, Logistics, Finance

## Work Experience

### Logistics Manager

**ABC Corporation** - July 2012 - November 2015

- Trained sallyport employees on inspection procedures of inbound classified and hazardous shipments.
- Provided training on key tools and procedures to develop forecasts and capacity planning for short- and long-term operations.
- Managed all truck driver contracts including insurance, liability, and payables.
- Coordinated shipping dates with suppliers to maintain production schedules.
- Develop and document standard and emergency operating procedures for receiving, handling, storing, shipping, or salvaging products or materials.
- Supervise the activities of workers engaged in receiving, storing, testing, and shipping products or materials.
- Direct activities related to dispatching, routing, and tracking transportation vehicles such as aircraft and railroad cars.

### Logistics Specialist

**ABC Corporation** - August 1994 - July 2002

- Supervises supply requests, receipts, storage, issue, accountability and preservation of individual, organizational and installation equipment for over 342 soldiers.
- Plans and organizes receipt, issue, salvage and maintenance of records for all classes of supply by analyzing and applying statistical data resulting in 100% accountability of supplies and equipment.
- Inspects and evaluates inventory management activities for a crew of 45.
- While supervising and directing supply personnel in establishment and maintenance of supply and inventory control functions.
- Analyzes statistical data to formulate an order of merit for supply requisitions.
- Reconciles problems in automated supply accounting system by conducting inventories and making adjustments to on hand stocks.
- Direct investigations to verify and resolve customer or shipper complaints.

## Education

Bachelor Of Science in Psychology - 2011(Liberty University - Lynchburg, VA)Business Manager -  
September 2009(The Fitness Institute & Pilates Studio - Williamsville, NY)