

## Senior Logistics Manager

# ROBERT SMITH

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## Objective

Detail-oriented Professional with proven leadership abilities. Extensive background in production, operations, inventory, logistics and purchasing. Adept in forming and maintaining productive relationships with all levels within the organization. Well respected among leaders, peers and fellow associates for work ethic and deliverers.

## Skills

AS400, Microsoft Office, Excel, Management, Planning, Driver Payroll, Team Leadership, Transportation, TWC

## Work Experience

### Senior Logistics Manager

**ABC Corporation** - 2011 - 2016

- Preceded by logistics coordinator lead a team responsible for providing operational support to 7 retail locations in the areas of purchasing, logistics, inventory management, and order fulfillment.
- Develop, maintain and follow operating procedures to comply with federal regulations for import/export management; these procedures were widely adopted and still in use today.
- Drive processes for improvements in logistics and inventory management through the ability to lead and influence others resulting in improved efficiencies.
- Implemented costing down initiatives resulting in annual savings in excess of \$100,000.
- Manage domestic and international supplier relationships to insure a seamless supply chain is maintained and address any issues related to inbound orders and product quality.
- Created detailed reports for use in forecasting inventory replenishment needs.
- Monitor on hand inventory levels and re-order points regularly to determine needs and follow-up with purchase orders to suppliers.

### Assistant Operations Manager

**ABC Corporation** - 2001 - 2005

- Supervised all aspects of inventory management for a retail store center.
- Performed quality control inspections on received goods and resolved any noncompliance with the supplier.
- Collaborated with salespeople and project managers to ensure continuity was maintained and customer expectations met.
- Planned and scheduled order fulfillment and deliveries of customer orders.
- Assisted retail customers and contractors with questions, ringing out sales and operating scales to weigh products.
- Performed sourcing duties to obtain new products and identify new suppliers.
- Scheduled preventive maintenance on all equipment (forklift trucks, loader, pick-ups, straight trucks, and road tractor).

## Education

BS in Business Administration/Management - (Old Dominion University - Norfolk,  
VA) Bachelors Of Science in Business Administration - March 1997 (University Of Phoenix -  
Tucson, AZ)