

ROBERT SMITH

Assistant Logistics Manager

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Experienced management professional with 25 plus years of career progression accompanied by key accomplishments in a highly competitive industry and essential, results-oriented public service. As the beneficiary of empowered work environments, broad responsibility, decision making in government and private organizations has resulted in exceptional exposure and work experience.

AUGUST 2009 - DECEMBER 2012

ASSISTANT LOGISTICS MANAGER - ABC CORPORATION

- Planned, directed, controlled, scheduled, safety compliance, tracking and tracing of goods and cargo.
- Completed and filed ace manifest compliance documentation for import, export and supply chain security.
- Negotiated services and pricing of 3rd party carriers, couriers and haulage companies.
- Resolved problems concerning transportation, logistics systems, imports or exports, or customer issues.
- Collaborated with other departments to integrate logistics with business systems or processes, such as customer sales, order management, accounting, or shipping.
- Maintained metrics, reports, process documentation, customer service logs, or training or safety records.
- Negotiated with suppliers or customers to improve supply chain efficiency or sustainability.

JULY 1997 - JULY 2009

FAMILY CASE MANAGER - ABC CORPORATION

- Investigated and make determination of substantiation of reported incidents of child abuse and neglect.
- Risk assessments, developing and implementing safety plans and determination of imminent danger.
- Recommended of removal of children from unsafe environments if warranted and carrying out court orders of detention.
- Performed of needs assessments to determine treatment and rehabilitation options for children and families.
- Developed case plans to assist families to become more self sufficient in a safe and nurturing environment and to achieve permanency.
- Foster home licensure, foster parent recruitment, development and training.
- Adoption family recruitment, child social summaries, adoption preparation studies, adoption education and adoption team presentations.

EDUCATION

Bachelor's in Liberal Arts/ Business Communications - (Indiana Wesleyan University) Bachelor Of Science in General Science / Business Management - (University Of Phoenix)

SKILLS

Administration, Microsoft Office, Forklift Operator, Teaching, Trainer, Project Management,, System Administration, Warehouse Operation,, Interpersonal Leadership