



HARPER LEWIS

Central Supply Manager

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PROFESSIONAL SUMMARY

With a decade of experience in central supply management, I excel in optimizing procurement processes and ensuring efficient inventory control. My strong leadership skills have driven cross-functional collaboration, resulting in significant cost savings and enhanced operational efficiency. I am dedicated to leveraging data analytics to improve supply chain workflows and support organizational success.

WORK EXPERIENCE

Central Supply Manager Mar / 2018-Ongoing
Maple Leaf Consulting Toronto, ON

- Supervised teams responsible for the preparation, storage, and distribution of medical supplies for patient care.
- Manage supplier relationships to ensure quality, delivery, and compliance with standards.
- Maintained accurate inventory records for the Central Supply Room, optimizing stock levels.
- Applied industry best practices and procedures to enhance supply chain operations.
- Utilized experience and judgment to achieve departmental goals and objectives.
- Coordinated training for staff to improve operational efficiency.
- Directed workflow to ensure timely delivery of supplies and equipment.

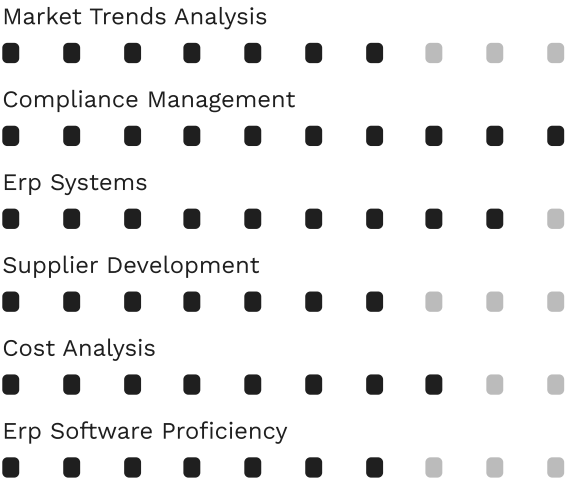
Central Supply Manager Mar / 2015-Mar / 2018
Cactus Creek Solutions Phoenix, AZ

- Managed procurement and inventory of medical supplies, ensuring compliance with budgetary constraints.
- Collaborated with administrators on patient medical records and billing processes to uphold accuracy.
- Oversaw the ordering of medical and therapy supplies, maintaining optimal inventory levels.
- Monitored usage rates and adjusted purchasing strategies accordingly to avoid shortages.
- Ensured adherence to policies regarding the handling and sterilization of patient care supplies.
- Processed medical bills for timely payments, enhancing financial operations.

EDUCATION

Bachelor of Science in Supply Chain Management Mar / 2012 - Mar / 2015
University of Chicago Denver, CO
Focused on supply chain optimization, inventory management, and procurement strategies.

SKILLS



INTERESTS

- Travel Drawing
Public Speaking Dancing

STRENGTHS

- Sincerity Originality Stability
Detail-oriented

LANGUAGES



ACHIEVEMENTS

- Reduced supply costs by 15% through effective vendor negotiations.
- Implemented inventory tracking system, decreasing stock discrepancies by 30%.