

# Field Materials Coordinator

## ROBERT SMITH

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### Objective

Critical thinker with a knack for problem solving and a deep-rooted desire to understand how a system works. Experience in building and maintaining client relations. Diverse experience in providing cost effective solutions in a variety of industries.

### Skills

Microsoft Family, SAP, etc.

### Work Experience

#### Field Materials Coordinator

**ABC Corporation** - April 2008 - February 2013

- Assisted in conducting periodic reviews to assess the overall cycle count process, analyze cycle count adjustments to identify process breakdowns / areas for improvement, assign corrective actions as needed, and monitoring to ensure process breakdowns are corrected.
- Performed cycle counts according to the cycle count work method.
- Identified and corrected timely; adjustments are properly recorded in accordance with the cycle count work method.
- Contributed to the financial success of the Region / Area through operational cost savings and avoidance.
- Identified and captured operational cost savings / avoidance through involvement of the shop materials group.
- Maintained inventory stock levels for repair of equipment.
- Kept inventory at levels that will keep product on the shelf without running out and keep turn ratio high.

#### Field Materials Coordinator

**Delta Corporation** - 2004 - 2008

- Artificial Lift Move downhole and surface equipment virtually Schedule jobs daily Issue out material for jobs daily Inventory counts monthly Ordering .
- Maintained computerized record of \$10M+ worth of inventory, employing lean inventory management in spite of dynamic customer requirements.
- Established scheduling priorities, demand solutions & ensured customer coverage worldwide.
- Identified poor quality material upon receipt of products, quarantining non-conforming products to deliver repeatable desirable results for customers.
- Audited status and location of unaccounted problem inventory, achieving \$250K cost savings with report analysis, job costing and creative problem .
- Operator for Wire Line Division Loaded perforating guns Assigned materials to job tickets Requisitions for materials purchased and received Explosive .
- Artificial Lift Move downhole and surface equipment virtually Schedule jobs daily Issue out material for jobs daily Inventory counts monthly Ordering .

## Education

G.E.D.