

ROBERT SMITH

Inventory Control Analyst

info@qwikresume.com | [LinkedIn Profile](#) | [Qwikresume.com](#)

Skilled Inventory Control Analyst well-versed in warehouse operations, shipping, and logistics. Exceptional organizational skills and strong attention to detail. Experience in creating and implementing process improvement strategy plans, documenting Operational Goals and Objectives, and developing training strategies for new employees.

EXPERIENCE

Inventory Control Analyst

Polaris Industries - MARCH 2013 - PRESENT

- Developing and maintaining the accurate cycle count/audit documentation and reports including necessary inventory adjustments.
- Communicating daily and monthly results of cycle count to the upper-level site.
- Implementing and promoting continuous improvement in the customer supply.
- Understanding and meeting all quality goals. Providing direction and coordination to coach, support team, and trainer for warehouse members.
- Monitoring the standard work instructions for potential revisions, making a recommendation.
- Preparing, presenting, and participating in the yearly interior and exterior financial audits conducted by corporate.
- Developing, implementing, and overseeing the year-end inventory count assignment of all production lines in plant 2.

Inventory Control Analyst

ABC Corp - AUGUST 2011 - NOVEMBER 2012

- Maintained overstock disposition codes, and identified season close overstocks for final turnover to liquidations.
- Instituted office visual board to show the progress of locations cycle counted.
- Prepared effective reports such as quarterly inventory adjustments summarizing data for distribution and other departments.
- Reviewed existing inventory control procedures and revised them or created new ones as required.
- Authored bulk and primary cycle count procedures and developed a standard list of terms for use in cycle counting and reporting.
- Worked with suppliers to resolve credits which amounted to hundreds of thousands of dollars per year.
- Communicated between sales and customers about appropriate action to take on returns.



EDUCATION

- Masters in Business Administration - 2013 to 2015(University Of Phoenix - Phoenix, AZ - Phoenix, AZ)Bachelor Of Science in Business Management - 2011 to 2013(University Of Phoenix - Phoenix, AZ) Associate Of Arts in Psychology - 2009 to 2011(University Of Phoenix - Phoenix, AZ)

SKILLS

Microsoft Office Word, Excel And Access, PowerPoint, Outlook Mail, MRP, AS400, EAM Purchasing Systems.