

# HENRY WALKER

### **Lead Buyer**

### **PROFESSIONAL SUMMARY**

Strategically-focused Lead Buyer with a decade of experience in procurement and supplier management. Expertise in negotiating costeffective contracts and optimizing inventory processes to enhance supply chain efficiency. Proven success in building collaborative supplier relationships and implementing innovative sourcing strategies that drive organizational success.

## WORK EXPERIENCE

### **Lead Buyer**

mar / 2019-Ongoing

#### WidgetWorks Inc.

■ Denver, CO

- 1. Served as the primary backup to the department head, ensuring seamless operations.
- 2. Monitored and maintained cost-effective inventory levels to support production and fulfillment.
- 3. Analyzed sales data for large retail clients, providing actionable insights for purchasing strategies.
- 4. Conduct cost analysis to identify savings opportunities in procurement.
- 5. Facilitated communication with domestic and international suppliers to expedite shipments.
- 6. Developed and maintained comprehensive product profiles to enhance procurement decisions.
- 7. Resolved supplier-related issues impacting customer satisfaction and operational efficiency.

#### **Lead Buyer**

Mar / 2015-Mar / 2019

#### **Cactus Creek Solutions**

**₽** Phoenix, AZ

- 1. Created and established the Lead Buyer position, optimizing buying formats across the organization.
- 2. Procured over \$82.5 million in equipment and services through meticulous management of 3,400 purchase orders.
- 3. Generated over \$1.2 million in cost savings through strategic procurement initiatives.
- 4. Managed a multi-million dollar budget, ensuring compliance with financial goals and zero discrepancies.
- 5. Negotiated contracts with external manufacturing vendors to secure favorable terms.
- 6. Coordinated with cross-functional teams to evaluate project requirements and implement cost-effective solutions.

### **EDUCATION**

**Bachelor of Science in Business** Administration

Mar / 2012

Mar / 2015

University of Michigan

■ Denver, CO

Focused on supply chain management and procurement strategies.

(123) 456 7899

Los Angeles

www.qwikresume.com



**Problem Solving** 

Financial Acumen

8

**Purchase Order Processing** 

Time Management

8

Technical Proficiency

10

Compliance Knowledge

9



🛱 Scuba Diving

E-sports

Reading Fiction

Puzzle Solving



Stewardship



Tenacity



# **LANGUAGES**





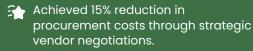


English

Japanese

Swahili

# ACHIEVEMENTS



Streamlined inventory management processes, enhancing order fulfillment rates by 20%.