



BENJAMIN LEE

Material Scheduler

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PROFESSIONAL SUMMARY

Accomplished Material Scheduler with 7 years of experience in supply chain management and inventory optimization. Adept at streamlining material flow, forecasting needs, and implementing efficient procurement strategies. Passionate about leveraging analytical skills to enhance production schedules and ensure timely delivery of materials, contributing to overall operational excellence.

WORK EXPERIENCE

Material Scheduler 📅 Apr / 2021-Ongoing
Maple Leaf Consulting 📍 Toronto, ON

- 1. Conducted comprehensive quality control inspections and coordinated raw materials to ensure compliance with company standards.
- 2. Managed the Repair and Overhaul Department, effectively addressing part shortages and resolving inventory discrepancies.
- 3. Oversaw 120 daily work orders, optimizing workflow for the aerospace engineering team to meet production targets.
- 4. Executed material requirements forecasting and procurement operations utilizing SAP software.
- 5. Facilitated a successful migration from AS400 to SAP, providing training for end-users on the new system.
- 6. Collaborated with management to create policies that enhanced profitability and minimized return rates.
- 7. Applied Lean Manufacturing principles to improve return-to-stock processes, resulting in increased order accuracy.

Material Scheduler 📅 Apr / 2018-Apr / 2021
Silver Lake Enterprises 📍 Seattle, WA

- 1. Engaged with cross-functional teams, including production, maintenance, and finance, to enhance operational efficiency.
- 2. Oversaw ordering and inventory control of ingredient and packaging supplies for business units.
- 3. Maintained monthly inventory levels and acted as a liaison for Material and Senior Production Schedulers.
- 4. Researched and implemented strategies to mitigate material outages in partnership with procurement teams.
- 5. Coordinated supplier schedules and reporting, ensuring alignment with production milestones.

EDUCATION

Bachelor of Science in Supply Chain Management 📅 Apr / 2015 - Apr / 2018
University of Michigan 📍 Santa Monica, CA

Focused on materials management, logistics, and procurement strategies.

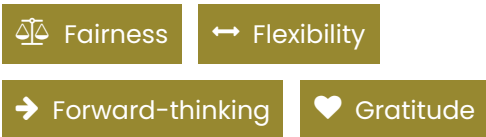
SKILLS



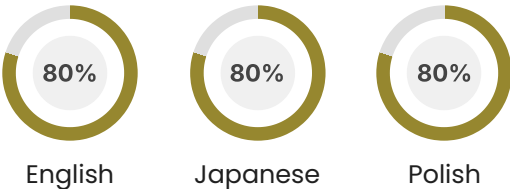
INTERESTS

- 🎮 Gaming
- 👜 Fashion
- 🎬 Film
- 💻 Technology

STRENGTHS



LANGUAGES



ACHIEVEMENTS

- ★ Reduced material shortages by 20% through effective forecasting and inventory management.
- ★ Implemented a new procurement strategy, resulting in a 15% reduction in costs.
- ★ Achieved a 98% on-time delivery rate by optimizing production schedules and material flow.