

ROBERT SMITH

Materials Manager I

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Proactive, entrepreneurial, supply chain professional with 5 years of experience in supply chain, production, quality and productivity, international trade and customs, project evaluation, projection and inventory management within professional Venezuelan environment.

CORE COMPETENCIES

Project Management, Geometric Dimensioning & Tolerance

PROFESSIONAL EXPERIENCE

Materials Manager I

ABC Corporation - May 2016 – August 2016

Key Deliverables:

- Managed purchasing, planning/scheduling, inventory, logistics, shipping and receiving activities for an automotive parts manufacturer.
- Developed and implemented procedures to enable effective inventory transfers of all incoming and outgoing materials.
- Lead department supervisors and the workforce to achieve the goals set forth in a safe and efficient manner.
- Effectively managed the procurement of materials and services that fell within the scope of responsibility, while driving cost savings and developing long term relationships with the related suppliers.
- Delivered cost savings initiatives and a strong focus on inventory reduction while improving supplier lead times.
- Prepared and issued requests for quotations for assigned commodities and negotiated final price and terms and conditions.
- Acted as a liaison between the project team and supplier for all purchasing activities and expedited engineering and material deliverables as needed.

Materials Manager

ABC Corporation - October 2011 – February 2012

Key Deliverables:

- Coordinated the day to day operations within the materials management department.
- Acted as the main contact and regularly met with staff to address open issues.
- Managed incoming and outgoing movement of materials, monitors inventories and processes and worked directly with vendors and customers.
- Consumer products contract packaging company of primarily aerosol products.
- Implemented warehouse, inventory control, logistics, shipping and receiving for land rig operations.

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- Coordinate with production, inspection, customers and outside vendors to meet due dates.
- Manage all deliveries, cycle counts, and scheduling of outside processes.

EDUCATION

Electronic Technology - (DeVry Institute Of Technology - Columbus, OH) Bachelor Of Science in Business Management - 2005(Park University - Parkville, MO)

