

# ROBERT SMITH

## Replenishment Buyer

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Replenishment Buyer professional with extensive experience in purchasing, distribution and inventory management. Individual that is a disciplined problem-solver with excellent analytical and organizational skills. Has a detailed knowledge of procurement practices and extensive customer service experience with team members, centers of excellence, and the vendor/broker community.

**2012 - 2012**

### **REPLENISHMENT BUYER - ABC CORPORATION**

- Supported team members in achieving positive company results by working closely to provide item integrity, movement and replenishment at proper intervals and price.
- Provided selection input to Category Manager on seasonal items and helped to determine holiday shelf presentation.
- Successfully completed test for the shipment of chocolate products via perishable warehouse instead of dry to protect the product integrity.
- Maximized inventory turns by purchasing in most efficient bracket and properly handled close dated, excess and inactive items while exceeding in stock conditions.
- Reduced cost of goods for regular, promotional and forward buy items by following effective ordering practices and bracket restraints.
- Purchased raw materials, steel, brass, aluminum, plastics.
- Sourced components for lighting fixtures.

**2006 - 2009**

### **REPLENISHMENT BUYER - DELTA CORPORATION**

- Analyzed sales trends to forecast weekly inventory buys Verified and Maintained the Bill of Materials (BOM) Created positive relationships with .
- Performed year-end Inventory counts and made adjustments Monitored inventory levels of all assembly projects Reviewed work order report and issue .
- Buyer for dry goods for the Cincinnati/Indianapolis markets as well as the Dillons/King Sooper markets.
- Prepared purchase orders, solicit bid proposals, and review requisitions for goods and services.
- Analyzed price proposals, financial reports, and other data and information to determine reasonable prices.
- Monitored shipments to ensure that goods come in on time and resolve problems related to undelivered goods.
- Conferred with staff, users, and vendors to discuss defective or unacceptable goods or services and determine corrective action.

## **EDUCATION**

BA In Logistics

## **SKILLS**

Microsoft Office, Customer Service, Inventory Management, Detail Oriented, Hyperion, Organized, Problem Solving, Records Management, Training, Vendor Management.