

EMMA JOHNSON

Stock Controller

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PROFESSIONAL SUMMARY

Experienced Stock Controller with over 7 years in inventory management and logistics. Proven track record in optimizing stock levels, reducing discrepancies, and enhancing operational efficiency in fast-paced environments.

WORK EXPERIENCE

Stock Controller

Blue Sky Innovations

📅 Jan / 2021-Ongoing

📍 Chicago, IL

1. Developed and maintained accurate inventory records, ensuring optimal stock levels.
2. Conducted regular cycle counts and reconciled discrepancies to maintain inventory accuracy.
3. Coordinated daily inventory receiving and transfers, ensuring timely processing.
4. Collaborated with purchasing and distribution teams to enhance logistics operations.
5. Trained and supervised staff on inventory management best practices.
6. Led the transition from Oracle to Microsoft Dynamics AX, improving system efficiency.
7. Expedited purchase orders to ensure timely stock availability and minimize delays.

Stock Controller

Lakeside Apparel Co

📅 Jan / 2018-Jan / 2021

📍 Chicago, IL

1. Managed warehouse organization, ensuring efficient shipping and receiving processes.
2. Logged incoming stock into the AS/400 system, maintaining accurate records.
3. Oversaw dispatch operations, ensuring timely and accurate order fulfillment.
4. Handled freight operations, optimizing logistics and reducing costs.
5. Ensured proper stock rotation to minimize waste and maintain product quality.
6. Organized and restocked merchandise, enhancing inventory control.
7. Assisted in training new staff on inventory procedures and safety protocols.

EDUCATION

Bachelor of Science in Logistics

University of Texas

📅 Jan / 2015-Jan / 2018

📍 Chicago, IL

Focused on supply chain management, inventory control, and logistics operations.

SKILLS

Inventory Management

Logistics Coordination

Stock Auditing

Supply Chain Optimization

ACHIEVEMENTS

- ★ Reduced inventory discrepancies by 30% through improved tracking systems.
- ★ Streamlined stock replenishment processes, decreasing lead time by 20%.
- ★ Implemented a new inventory management system that increased efficiency by 25%.