**LOGISTICS MANAGER RESUME**

Jewell Morissette

7562 Lavinia Wall, Dallas,  TX

+1 (555) 713 3227

**WORK EXPERIENCE**

**LOGISTIC MANAGER**

**05/2017 - PRESENT**

Boston, MA

* Directs the daily activities of the distribution function, activities include shipping, receiving, inventory control, etc
* Generates warehouse productivity reports, in regard to selection rates, receiving rates and accounts for all labor hours. Adheres to budget requirements and works toward obtaining objectives and goals
* Responsible to ensure cooperation between relevant operational departments to ensure production schedules are expedited in a timely manner and that the planning team is supported with regard to work and material schedules
* Ensure that there is continuous improvement to standard logistics process, such as replenishment, data interchange systems, demand management, electronic data systems administration and related functions and all are effectively implemented as appropriate
* Build and maintain relationships with strategic customers through logistics initiatives and resolve customer / operational issues
* Act as escalation to senior management as appropriate
* Ensure the team is supported with regards to material requisitioning and production planning

**CUSATOMER SERVICE & LOGISTIC MANAGER**

**02/2012 - 03/2017**

San Francisco, CA

* Maintains material availability to meet production schedules and/or to ensure products are shipped per customer requirements
* Ensures materials are received from proper vendors, delivered to inventory and finished goods, and packaged according to specification
* Be responsible for provision of all planning related required reporting and present reports or information to senior management as required
* Collaborate with department managers on planning related matters, to devise new strategies in relation to inventory management and distribution
* Participates, coordinates and provides information and recommendations on various programs or projects, e.g. work simplifications, cost reductions, job training, storage area layout, plant material move routes and procedures, wage administration, communication, etc
* Responsible for the maintenance of warehouse equipment, providing both preventive maintenance programs and all necessary repairs
* Experience in warehouse management, selection and managing 3rd party service providers
* Familiar with PRC customs and taxes, Waigaoqiao free trade zone policy
* Possess self-drive and can work independently within a team environment

**ASSOCIATE LOGISTIC MANAGER**

**06/2005 - 08/2011**

Detroit, MI

* Have business sense and acumen
* Negotiate, persuade and influence in critical situations to obtain consensus with internal and external customers
* Demonstrate leadership skills with an emphasis on developing a cohesive and motivated team
* Deal with diverse personalities in one-on-one and small and large group situations
* Manage change necessary to achieve KPI's
* Develop ability to achieve continual results to increase individual and team performance
* Proficient in both oral and written English

**EDUCATION**

**UNIVERSITY OF ALASKA SOUTHEAST - KETCHIKAN CAMPUS**

**2001 - 2005**

Bachelor’s degree in management

**PROFESSIONAL SKILLS**

* Manage operational activities related to logistics initiatives, including but not limited to leading new supplier onboarding Emerson SCO program, and supporting Mexican facilities issue resolution related to Logistics and expedite as an escalation point
* Demonstrated leadership skills combined with excellent communication and interpersonal skills
* Demonstrated excellent interpersonal and communication skills with ability to effectively communicate with customers, employees, and senior management
* Excellent analytical, problem solving, and business acumen skills
* Has strong and structured problem solving skills
* Excellent English and Spanish written and verbal skills