**LOGISTICS MANAGER RESUME**

Name

Title

City, State or Country if international

Phone | Email

LinkedIn URL

**LOGISTICS MANAGER PROFESSIONAL**

A dynamic, accomplished Logistics Manager highly regarded for orchestrating event operations to guarantee consistently superior results. Cross-functional expertise in project management, budget management, logistics, contract development, report generation, and more. Known as an excellent communicator who builds productive, professional relationships with clients and other key stakeholders to ensure needs are met. Proven track record of delivering events that exceed all expectations. Exceptional academic qualifications, including a Master of Business Administration in Business Administration & Management.

**CORE COMPETENCIES**

* Event Management
* Suppliers/Planners
* Operations Management
* Scheduling
* Logistics
* Communications
* Project Coordination
* Project Management
* Budgeting

**EDUCATION**

Complete School Name, City, St/Country: List Graduation Years If Within the Last Ten Years Complete Degree Name (Candidate) – Major (GPA: List if over 3.3)

**PROFESSIONAL EXPERIENCE**

Logistics Manager

Zip Job, New York NY | Year to Year

**Responsibilities**

* Developed one-of-a-kind venue plan layouts to adhere to strict event requirements and anticipated attendance.
* Built several tracking systems and management techniques using superlative technical skills to improve operations and logistical coordination; realized an XX% reduction in event budget variance.
* Ideated and incorporated a contracting procedure that secured a single venue for all FY12 Yellow Ribbon events in the Northern and Southern Region, saving XX% ($200K) and allowing for further event development.
* Advocated stellar standards and steadily enhanced productivity by XX%+ during a period of shrinking budgets through the development of a singular contracting procedure that refocused vendor selection procedures.
* Upgraded Yellow Ribbon Program curriculum and methods at every opportunity, and cross-trained up to XX personnel in a wide array of job duties, resulting in drastically lower supervision requirements (an average of X fewer managers per X staff) and a significant (XX%) reduction in logistical errors and omission overtime.