

FIRST M. LAST

Supply Chain and Materials Manager

2111 Street Address
City ST 77123

222-333-5555
email@email.com

Highlights:

- Extensive training and experience in logistics support operations.
- Seasoned team leader, supervisor, and resource manager.
- Innovative problem solver with a documented track record of success.
- Dedicated professional, with a reliable and solid work ethic.
- Excellent communication and customer service skills.
- A quick learner; flexible and adaptable to change.
- Top Secret/SCI Government Security Clearance.

Experience:

Supply Chain and Materials Management. Progressively responsible assignments as a Supply Chain and Materials Manager. Specific expertise in automated military logistics systems, including ULLS (Unit Level Logistics System), GCSS (Global Combat Support System), and SAMS (Standard Army Maintenance System); transportation and maintenance, inventory management, and financial management. Excelled in the most challenging assignments, including hostile operations in the Middle East.

- Hand-picked to implement automated logistics systems (ULLS-G) for U.S. Army commands throughout Europe, and ensured outstanding results through detailed implementation.
- Oversaw maintenance of 500 transportation vehicles and related materials, ensuring 100% availability that significantly contributed to accomplishment of objectives.
- Provided accurate and timely payroll services for 11,000 customers, dispersing several million dollars, with 100% accuracy.

Supervision and Resource Management. A hands-on supervisor and resource manager, with a reputation for getting results through cohesiveness, teamwork, and positive motivation. Placed strong emphasis on training and development to achieve maximum organizational performance.

- Superbly supervised daily operations of 30 diverse transportation maintenance technicians and supervisors, while providing valuable technical guidance.
- Flawless accounting of assets valued at over \$30 Million, including efficient use of budgeted funds resulting in expenditure savings of 20%.
- Ensured near-100% inventory accuracy of a 1,500 line item inventory, despite high turn-over materials and adverse environmental conditions.

Analytical Problem-Solving. A mature professional who understands the value of diverse inputs for problem-solving and decision-making. Focused on providing exceptional customer service, and cost-effective business solutions.

- Completed logistics and transportation requirements in preparation for Operation Iraqi Freedom.
- Achieved Verizon Wireless “Top Sales Representative” for the entire state of Kansas.

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Employment:Finance Specialist (Payroll).

368th Finance BN, Camp Arifjan, Kuwait

2004 – present

Regional Sales and Service Representative.

Verizon Wireless, Salina KS

2000 – 2004

Vinyl Siding Fabricator.

ACME Siding Company, McPherson KS

1995 – 2000

Logistics Support Specialist.

Various U.S. Army Commands.

1988 - 1995

Training: Over 500 hours formal training in automated logistics systems, finance, and supply support, including use of ULLS, GCSS, and SAMS; 600 hours in transportation management and maintenance of wheeled and tracked vehicles; 380 hours in contemporary leadership, supervision, and resource management; 50 hours instructor training with emphasis on curriculum development and delivery to adult audiences.

Awards: Numerous personal awards for superior professional performance, including:

- Secretary of the Army Commendation Medal (two separate awards)
- Secretary of the Army Achievement Medal (two separate awards)

Military: Staff Sergeant (E6), Logistics Specialist, U.S. Army