

MICHAEL ANDERSON

Logistics Associate

- San Francisco, CA
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Resourceful Biotech Logistics Coordinator with a focus on operational efficiency and compliance, bringing over three years of experience in logistics within the biotech industry. Possesses a solid understanding of supply chain processes, with a keen ability to manage logistics for clinical supplies. Exhibits strong organizational and analytical skills, enabling the identification of process improvements that enhance service delivery.

WORK EXPERIENCE

Logistics Associate | Bristol-Myers Squibb

Jan 2022 – Present

- Coordinated logistics for the distribution of clinical trial materials.
- Assisted in maintaining inventory accuracy and compliance documentation.
- Collaborated with suppliers for timely delivery of materials.
- Utilized logistics software to track shipments and manage orders.
- Participated in team efforts to improve logistics processes.
- Supported training initiatives for new team members.

Logistics Intern | AstraZeneca

Jul 2019 – Dec 2021

- Assisted in data entry for logistics performance tracking.
- Supported the logistics team in daily operations and reporting.
- Conducted research on logistics trends and compliance requirements.
- Helped prepare presentations for management on logistics performance.
- Shadowed experienced coordinators to learn about logistics operations.
- Participated in compliance audits for logistics activities.

SKILLS

Logistics Coordination

Inventory Management

Compliance Support

Data Entry

Team Collaboration

Process Improvement

EDUCATION

Bachelor of Science in Supply Chain Management

2020

University of Illinois

ACHIEVEMENTS

- Improved logistics efficiency by 10% through process enhancement initiatives.
- Recognized for exemplary performance during internship at AstraZeneca.
- Successfully managed logistics for a small-scale clinical trial with no errors.

LANGUAGES

English

Spanish

French