

# MICHAEL ANDERSON

Trade Operations Manager

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Dedicated and knowledgeable International Trade Executive with a comprehensive understanding of logistics and supply chain management. Over 9 years of experience in coordinating and optimizing international trade operations. Proven expertise in managing supplier relationships and ensuring compliance with international regulations. Strong analytical skills leveraged to enhance operational effectiveness and reduce costs.

## WORK EXPERIENCE

### Trade Operations Manager | Global Supply Chain Solutions

Jan 2022 – Present

- Managed daily operations of international trade logistics.
- Coordinated with suppliers to ensure timely delivery of goods.
- Developed and maintained trade compliance documentation.
- Analyzed trade data to identify areas for cost reduction.
- Trained staff on best practices in trade operations.
- Worked closely with finance to manage trade budgets.

### Logistics Coordinator | Worldwide Trade Partners

Jul 2019 – Dec 2021

- Assisted in the coordination of international shipping activities.
- Maintained accurate records of trade documentation.
- Supported the implementation of logistics management systems.
- Collaborated with customs brokers to facilitate clearance.
- Monitored shipment statuses and resolved issues proactively.
- Conducted training for new employees on logistics procedures.

## SKILLS

Logistics Management

Trade Compliance

Supplier Relationship Management

Data Analysis

Team Collaboration

Problem Solving

## EDUCATION

### Bachelor of Science in Logistics Management

2015 – 2019

Virginia Tech

## ACHIEVEMENTS

- Achieved a 30% improvement in delivery times through process enhancements.
- Reduced operational costs by 15% through effective supplier negotiations.
- Recognized for excellence in logistics coordination by peers.

## LANGUAGES

English

Spanish

French