MICHAEL
ANDERSON

Supply Chain Coordinator

- San Francisco, CA
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Versatile supply chain professional with comprehensive experience in supply planning and logistics management, possessing over 7 years of expertise across various sectors. Strong analytical skills combined with a proactive approach to problem-solving and process improvement. Proficient in utilizing advanced supply chain software to enhance operational efficiency and ensure optimal inventory levels.

WORK EXPERIENCE

Supply Chain Coordinator | Apparel Manufacturing Co.   Jan 2022 – Present

- Coordinated supply chain activities to meet production schedules.
- Analyzed sales data to inform inventory management decisions.
- Collaborated with marketing teams on promotional supply strategies.
- Maintained accurate records of inventory levels and shipments.
- Utilized supply chain management software for tracking and reporting.
- Supported the training of new team members in supply chain processes.

Logistics Planner | Beverage Distribution Ltd.   Jul 2019 – Dec 2021

- Managed logistics operations to ensure efficient delivery of products.
- Coordinated with suppliers and internal teams for order fulfillment.
- Analyzed logistics performance metrics to identify improvement areas.
- Prepared shipping documentation and maintained compliance standards.
- Supported inventory management initiatives to optimize stock levels.
- Developed reports for senior management on logistics performance.

SKILLS

supply chain coordination · logistics management · inventory analysis · data reporting · team training · supplier relations

EDUCATION

Bachelor of Science in Logistics Management - University of North Texas   2015 – 2019
University

ACHIEVEMENTS

- Achieved a 20% improvement in delivery times through process enhancements.
- Recognized for excellence in teamwork with the 'Team Excellence' award.
- Successfully implemented a new logistics tracking system that improved accuracy.

LANGUAGES

English · Spanish · French