



MICHAEL ANDERSON

LOGISTICS COORDINATOR

CONTACT

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SKILLS

- Supply Chain Management
- Data Analysis
- Team Development
- Safety Compliance
- Inventory Control
- Process Improvement

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF ARTS IN BUSINESS ADMINISTRATION, COLLEGE OF COMMERCE, 2012

ACHIEVEMENTS

- Reduced shipping errors by 50% through process standardization.
- Recognized for outstanding leadership in team projects.
- Developed a training manual adopted company-wide for new warehouse staff.

PROFILE

Accomplished Warehouse Specialist with a strong background in supply chain management and a decade of experience in enhancing warehouse efficiency and effectiveness. Known for a methodical approach to inventory control and logistics coordination, consistently driving improvements in operational performance and customer satisfaction. Extensive experience in utilizing warehouse management systems to optimize inventory levels and streamline order fulfillment processes.

EXPERIENCE

LOGISTICS COORDINATOR

Prime Distribution Services

2016 - Present

- Oversaw logistics operations for a network of 50+ distribution centers.
- Implemented data-driven strategies that improved delivery times by 15%.
- Managed supplier relationships to ensure timely procurement of inventory.
- Conducted performance analysis to identify areas for improvement within the supply chain.
- Developed training programs for new hires focused on warehouse best practices.
- Led cross-functional teams to enhance collaboration across departments.

WAREHOUSE TECHNICIAN

Efficient Logistics Group

2014 - 2016

- Executed daily inventory management tasks to maintain optimal stock levels.
- Utilized advanced warehouse software to track shipments and inventory.
- Assisted in the development of a new layout that improved workflow efficiency.
- Participated in the implementation of a new order picking process.
- Ensured compliance with safety regulations and company policies.
- Collaborated with the IT department to enhance warehouse technology systems.