

Brett Hinzman

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Professional Summary

Data-driven Analyst and Procurement Specialist leveraging advanced analytics (Excel, Power BI, IBM Cognos) and process improvement methodologies (Six Sigma, Scrum) to optimize supply chain efficiency and achieve significant cost savings. Expert in managing the end-to-end procurement lifecycle within IBM Maximo, from Request for Quote (RFQ) creation and vendor negotiation to inventory tracking and financial compliance. A skilled cross-functional partner, adept at translating complex operational data into actionable insights and executive briefings that directly inform over \$4M in strategic planning and resource allocation.

Technical Skills

Analytics & BI: Power BI, Tableau, IBM Cognos Analytics Data & SQL: Excel (PivotTables, macros), SQL (SELECT, JOIN, filtering), data cleaning, modeling, data visualization, statistical analysis Systems & Platforms: IBM Maximo, ServiceNow

Collaboration & Productivity: Microsoft Teams, Microsoft SharePoint, Microsoft Office Suite, Microsoft Visio Procurement &

Operations: vendor negotiation, procurement (RFQ, vendor selection, purchase order), inventory management, ETA tracking, Net 30 compliance, resource allocation, quality assurance, risk assessment

Process & Methods: Six Sigma methodologies, DMAIC framework, SCRUM implementation, process mapping, negotiation strategies, root cause analysis, cost-benefit analysis, scenario planning, SWOT analysis, change management, executive reporting and forecasting

AI: Large Language Models (LLMs) for research, drafting, and knowledge retrieval

Professional Experience

Logistics Analyst 2, Huntington Ingalls Industries

April 2025 to Present

- Engineers RFQs in IBM Maximo by gathering client requirements to solicit competitive bids.
- Leverages formal negotiation frameworks to secure optimal vendor terms and pricing.
- Tracks more than 50 delivery timelines and enforces Net 30 payment practices.
- Coordinates with Accounts Payable, Receiving, vendors, and requesters to resolve invoice and delivery issues.
- Prepares weekly briefings on commitments, deliveries, and payments to inform \$4M+ in planning.

Freelance Consultant, Upwork (Remote, contract)

July 2024 to April 2025

- Crafted financial models to guide pricing and identify market opportunities for \$5K-\$50K client budgets.
- Achieved 100% client satisfaction; praised for clarity, timeliness, and actionable insights.
- Built a freelance practice by successfully managing end-to-end client engagements remotely.

Inventory Management Specialist, U.S. Department of the Army

February 2021 to July 2024

- Managed nationwide uniform distribution for 20,000 soldiers while meeting deadlines and reducing waste.
- Analyzed billing and supply data from 70+ installations, ensuring financial accuracy and resource alignment.
- Produced executive level reports that improved contract decisions and stock level targets.

Graduate Research Assistant, University of Illinois Urbana-Champaign

September 2020 to February 2021 (Part-time during Master's Program)

- Conducted independent research on operational efficiency and data-driven decision-making models.
- Analyzed and synthesized complex data sets, utilizing statistical analysis to identify key trends and insights.

Warehouse Team Lead, Lidl (seasonal role)

December 2019 to April 2020

- Led daily operations for 60 associates and coordinated promotional distribution to 43 stores.
- Managed a successful hand-off of all responsibilities to on-site staff upon the conclusion of the seasonal role.

Financial Management Analyst, U.S. Department of the Navy (short-term assignment)

July 2019 to October 2019

- Managed an \$8M funding portfolio, ensuring 100% accuracy in financial processing and allocation.
- Streamlined reporting procedures, reducing document processing time by 10% during the assignment.

Research Assistant, Towson University

August 2018 to July 2019 (Part-time during Bachelor's Program)

- Contributed to the Towson University Investment Group managing a live \$100,000 portfolio.
- Built Excel-based Monte Carlo simulations which supported portfolio rebalancing decisions.

Summer Analyst Intern, Merrill Edge (Bank of America)

June 2018 to August 2018 (Summer Internship)

- Researched competitors and markets and summarized findings for senior associates.
- Supported projects that aimed to improve client retention and product positioning.

Education

- Master of Science in Management | University of Illinois Urbana Champaign | GPA 3.7
- Bachelor of Science in Business Administration | Towson University | GPA 3.8
- Associate of Arts in Psychology | Harford Community College | GPA 3.5

Certifications

- Scrum Fundamentals Certified (SFC)
- Negotiation Associate (NCN-A)
- Six Sigma Yellow Belt