# Objectives

I am seeking logistics opportunities with a company that values the growth of its employees and is dedicated to the continuous improvement process. In a limited window of time, I was able to advance very quickly within CEVA. Being recognized as someone who has initiative, an eagerness to learn, and a willingness to take on the extra load so that I can continue to grow has progressed this transition quickly. I have had opportunities in the past to participate in continuous improvement / Kaizen workshops which have exposed me to different sides of the logistics and warehousing industry. This has allowed me to sharpen my problem-solving skills using an organized approach involving 5W+1H, 5Why, and 4M techniques. Opportunities to expand my knowledge in this area alongside daily operation activities are a long-term goal.

# Experience

## Operations Supervisor, Marmaxx, Manteca, CA

September 2018 – Current

* Oversee pool point production activities (receiving, sorting, shipping, etc.)
* Manage KPI’s and communicate through daily team huddles
* Regular communication with customer to discuss needs and concerns
* Manage 30+ employees
* Responsible for meeting quality requirements and auditing of work processes
* Special projects / continuous improvement coordination
* Responsible for onboarding and training of new hires
* Arrange repairs for equipment that is faulty

## Operations Supervisor, CEVA Logistics, Hayward, CA

August 2017 – September 2018

* Manage training program at a startup sequencing facility in support of Tesla.
* Responsible for the on boarding of 400 + employees
* Conduct orientation and safety training
* Worked with Process Engineers to develop and document work instructions
* Organize training calendars and manage training assistants responsible for conducting the area specific training.
* Create and deliver presentations.
* Attend meetings with upper management to provide training updates and changes to the program.
* Work with onsite temp agency reps to coordinate rosters and hire/termination dates
* Co-Lead on the safety committee.

## Logistics Specialist, CEVA Logistics, Redford, MI

October 2015 – August 2017

* Managed NPM and Pilot material exporting to 12 different affiliates overseas.
* Monitored 830 EDI releases to manage ahead/behind statuses with our suppliers.
* Supplier Follow Up: Communicated with suppliers to ensure their understanding and compliance of the orders along with managing the best method of transportation to ensure timely delivery.
* Provided directions to our shop floor as to what material to pack and used our WMS to generate orders for the floor to fulfill.
* Provided pricing to our final customers, generated invoices, and submitted ASN’s for tracking.
* Active team member in our Workplace Organization group.
  + This group is responsible for identifying continuous improvements in areas of the facility with the goal of eliminating NVAA (non-value add activities) while promoting safety and quality.

## Paraprofessional, Wyandotte Public Schools, Brownstown, MI

September 2014 – October 2015

Assisted the certified staff in devising special strategies for reinforcing learning materials and skills based on a sympathetic understanding of the special education students, their needs, interests, and abilities.

## Childcare Specialist, Children's Place Montessori, Brownstown, MI

December 2013 – September 2014

Working with other team members to prepare children for higher education, while making sure their needs are met.

# Education

## Theodore Roosevelt High School - Wyandotte, MI, United States

Diploma

# Skills

* Microsoft office: Outlook, Excel, and Word part of daily activities
* Work Instructions / Process Flows
* Training / Development
* PLEX WMS (Warehouse management systems)
* Chrysler CHAMPS System
* Chrysler COSMIC system
* Tesla MES / MOS
* Management
* Well written, vocal, and active team member
* Continuous improvement in the workplace
* Payroll, attendance, and other miscellaneous HR responsibilities

# References

## Ken L’Heureux, Director, Syncreon

CELL: (734) 752-9176

## Bill Tackett, Logistics Supervisor, CEVA Logistics

CELL: (734) 673-8240

## Robert Usinger Sr., Logistics Manager, CEVA Logistics

CELL: (510) 755-0538

## Ernesto Fayard., Logistics Manager, CEVA Logistics

CELL: (570) 334-7333

## Peggy Pappas., Account Manager, CEVA Logistics

Work: (734) 229-1709