

GREGORY C. EHLINGER

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SUMMARY OF QUALIFICATIONS

More than 6 years' experience in operations specializing in wholesale distribution & manufacturing. Competent in handling cost analysis, quality documentation, process improvement & implementation, procurement, upstream & downstream communication, and direct interaction with customers (Customer Service/Sales experience).

Proficient in Eclipse (Epicor & Solar), Oracle ERP, RStudio, Tableau, Google Cloud Services, Python Microsoft Office

EDUCATION

University of North Texas | Denton, TX

August 2022 – Present

Masters of Science in Advanced Data Analytics

- Cumulative GPA: 4.00

Texas A&M University | College Station, TX

May 2017

Bachelors of Science in Industrial Distribution with Minor in Business Administration

- Graduated Cum Laude

BUSINESS EXPERIENCE

Hajoca Corporation

Dallas, TX

Operations Manager

January 2021 – Present

- Support Assistant Branch Manager with automating branch's purchase order process to redirect 140 manhours per month towards additional sales-generating activities
- Analyze weekly inventory reports to ensure accurate inventory levels and address any discrepancies
- Coordinate with external AR & AP teams on customers' payments, tax exemption status, and credit limits
- Process daily sales orders while ensuring appropriate sales margins and reporting inventory control problems
- Monitor demand levels to identify gaps in product lines and determine which lines to eliminate/add and which lines to increase/decrease on-hand inventory levels
- Identify existing product lines that can be replaced with similar lines that generate higher sales margins
- Assist the Warehouse Manager in optimizing and maintaining the branch's product storage layout
- Ensure branch procedures are in accordance with corporate policies & guidelines

Quotations Specialist & Inside Sales

April 2019 – December 2020

- Developed & implemented a paperless quotations process to improve coordination within the branch's sales team and to eliminate redundancies as quotes are being generated
- Managed the branch's bid list of up to 50 jobs / month
- Obtained vendor quotations, estimated material requirements and pricing, coordinated with contractors about materials & job addendums, provided lead times for customers, and scheduled material procurement and on-time delivery

Sales & Leadership Development Program

June 2017 – April 2019

- Managed the branch's receiving & shipping department and warehouse by overseeing warehouse inventory and yard maintenance, dispatching drivers, assisting customers at the counter, and expanding the branch's sales by engaging with potential customers

The Reynolds and Reynolds Company

College Station, TX

Equipment Control Operator

May 2016 – August 2016

- Oversaw weekly inventory cycle counts, received orders, organized & stored product within the warehouse

The Genesee Group, Inc.

Grand Prairie, TX

Summer Intern

May 2015 – August 2015

- Utilized SolidWorks & AutoCAD to reverse-engineer and design parts for company's products that lacked technical drawings on file
- Developed lean manufacturing practices to reduce scrap rate production & performed time studies to calculate the efficiencies of machines and workers