

IDA ERIKSSON

Perth, Western Australia

Tel: 0414 720 683 | **Email:** annaida.eriksson@gmail.com | **LinkedIn:** Ida Eriksson

CAREER OBJECTIVE:

Driven and pragmatic Operations Manager with a degree in business information systems and logistics and supply chain management. A committed leader with experience from both project- and operation environments with all large oil and gas operators in Australia. Interested in an opportunity to combine my industry knowledge with my skills in information systems and project management.

EDUCATION:

- **Bachelor of Commerce: Double Major in Logistics and Supply Chain Management and Business Information Systems** [Curtin University, 2018]
- **Diploma and Certificate IV in International Trade and International Business** [Central TAFE, Perth, 2015]
- **Project Management Professional – PMP Certificate** [Project Management Institute, 2022]
- **Women and Leadership Executive Ready Program** [Women and Leadership Australia, 2021]

CURRENTLY STUDYING:

- **Microsoft Azure AI Fundamentals – Get Started with Artificial Intelligence** [Microsoft Learn, 2023]
- **HTML & CSS - Tutorial** [She Codes Australia, 2023]

CORE SKILLS:

REPORTING ON KEY PROJECT FINDINGS	INFORMATION SYSTEMS ADMINISTRATION
PMBOK METHODOLOGY	GAP ANALYSIS
BUDGETING AND RISK MANAGEMENT	STAKEHOLDER ENGAGEMENT

PROFESSIONAL EXPERIENCE:

PSM UPSTREAM SOLUTIONS

OPERATIONS MANAGER

JANUARY 2021 – Current Role

- Managing client and stakeholder relationships in the resource sector to ensure consistent client satisfaction
- Creating quotes, managing budgets and meeting timelines
- Resource planning and workflow management of all activities
- Day to day management of 12 Technicians, one Technical Assistant and one Quality Coordinator
- System administrator of the business information system including continuous improvement, training and compliance with ISO 9001

PSM UPSTREAM SOLUTIONS

PROJECT COORDINATOR

- **JANUARY 2019 – December 2020** Project management and quoting
- Administrator rights for the internal information system and responsible for user accounts, continuous improvement implementation and change management.

- Coordination of mobilization and demobilization of subsea equipment
- Materials management of high value and complex equipment, working in conjunction with Woodside, Centurion Transport and BHP
- SAP usage with a focus on materials management

CURTIN UNIVERSITY

RESEARCH ASSISTANT

DECEMBER 2018 – FEBRUARY 2019

- Conducted a literature review about food waste in the food supply chain with a particular focus on the relationship between manufacturer and suppliers in Australia. Findings suggested that there was a severe lack of research into this relationship but that manufacturers were often helpless in trying to fight powerful and nationwide suppliers.

WOODSIDE

MATERIALS MANAGEMENT SUMMER INTERN

NOVEMBER 2017 – FEBRUARY 2018

- Project planning and management of the preservation pilot project
- Ensuring oversupply of materials were disposed of through the correct channels in a timely manner
- Internal and external stakeholder engagement
- Cross departmental communication and collaboration
- KPI and report structure analysis and improvement
- Inventory analysis and reconciliation in SAP

IKEA, PERTH

GOODS ADMINSTRATOR

AUGUST 2015 – NOVEMBER 2018

- Monitor stock availability and take ownership of the decision to make adjustments in the ERP system, providing the business with accurate and live data
- Investigate and analyse possible reasons for missing stock and implement improved procedures to minimise risk
- Through effective communication and feedback from internal and external parties forecast stock needs and thereby ensuring an excellent customer experience
- Provide accurate documentation and reports in a timely manner for customs and quarantine to ensure legal compliance

VOLUNTARY & COMMUNITY INVOLVEMENT:

SOCIAL MEDIA COORDINATOR AND WEB DEVELOPER | SWEDISH WOMEN'S EDUCATIONAL ASSOCIATION INTERNATIONAL (SWEA) | JANUARY 2018 - CURRENT

- Coordination of all social media activity (Facebook) and email campaigns (MailChimp)
- Responsible for communications and content on the SWEA Perth website and involved in moving to the new platform and format