

LIDIA LEE KACHLON

RAMAT GAN | 054-7329894 | KachlonLee99@Gmail.com | [linkedIn.com/in/lee-Kachlon-54580274/](https://www.linkedin.com/in/lee-Kachlon-54580274/)

PROFIL

- Skilled professional with Bachelor of Science Degree (B.Sc.) in Industrial Engineering (The Open University).
- Ambitious, diligent, determined, and a problem solver with a high capability and a fast-learning curve.
- Excellent interpersonal, teamwork, customer service, and communication skills.
- Highly motivated team player and adaptable to changes, self-driven with strong work and social ethics.
- Looking for the next challenge in a Production Supervision, Customer Success Specialist or Creative Marketing design.

EDUCATION

• Creative solution • Creative thinker • Interpersonal Skills and Communication • People Management • Drive business •
• Creative concept design • Team Management • Supplier Management • Teamwork • Independent Work •
Customer Relationship Management • Customer Support • Customer Success • Share Point • Priority • Visual Studio • MS
Project • Analytical skills • Passion to fashion • Passion to home design • Desire to colourfulness staff • Warehouse
Operation • Understanding human needs • Customer service • Order and Organization • Sales
operation • Operative • Access • ERP Implementations • Change orders • Microsoft Office • Visual Studio • Retail sales •
• Cross functional Team Leadership • • Verbalization communication • Visualization vision • Striving for
achievement • Excel • Planning • Transfer Pricing • Customer Communication Analysis • Order
management • Responsibility • Attention to details • Colourful Person Weka • Mars • Correction Fashion • Export
Documentation • PowerPoint • Microsoft Excel • Java • C# • MS Project • Information Management • Team
Coordination • Solution Selling • Product Creating • Passion to Design • Export Warehouse • Information
management • Word • PowerPoint • Gazit • Organizational Skills • Process Improvements • Supply Chain
Management • Goods Purchasing • Involves production • Promotion process • Undermining for Excellence

PROFESSIONAL EXPERIENCE

WEST PHARMA SERVICES

www.westpharma.com (Ra'anana)

SUPPLY CHAIN COORDINATOR - 2019-2022

Job functions include:

- Processing new sales customer orders into the ERP system to provide order confirmation.
- Responding to US, EU, and AP global customers' needs, requirements, and inquiries.
- Initiating the daily process of purchase order signatures to confirm internally in the system.
- Beginning commercial product's pricing list process, inputting the monthly unit price until confirmation.
- Involved in MDR orders, from the elementary step until the approved order.
- Coordination of finished goods shipping with forwarders as customer request, purpose delivery on time.
- Preparing daily Invoices and reports per month, sharing with the forwarder and the customer delegate.
- Documentation of POD, AWB, shipping details, etc., according to the kind of the incoterms shipping.
- Participation in daily and monthly meetings as tier 1 and tier 2.

Achievements:

- Filling a fundamental role in customer success, customer order management, and delivery shipments by demonstrating commitment, willingness to work hard, and determination to succeed in a very challenging and busy period.
- Successfully completed DEKRA Audit testing.

KNOWLEDGE MANAGEMENT - 2019

Job functions included:

- Confirmation of visibility for various departments' documentation as part of the entire flow process.
- Validation and sharing of documents on the internal web accordingly to effective date and revision.
- Distribution of new documents such as procedures, ECO, DMF, and specifications for subcontractors.
- Documentation of internal docs of each category in hard copy, filing according to the required position.
- Sharing new product specification forms for customers in the US, EU, and AP for signification.
- Promotion of creating new documents by providing specific details for most organization departments.
- Solving external or internal technical problems in "Share Point" to achieve the maximum desired result.
- Documentation of new specifications in the ERP system based on one revision and customer approval.
- Implementations training on the "Share Point" system for new employment.

Achievements:

- Successfully implemented surrogate maternity leave and short-term leave in the knowledge management department.

AMERICAN EAGLE OUTFITTERS

www.ae.com (Netanya)

RETAIL SALES MANAGER 2014-2019

Job functions included:

- Drive business initiatives to identify and secure new sales opportunities.
- Manage inventory control through weekly and monthly counts.
- Strengthen company goals and train employees on new products, services, and operational changes.
- Ensure all customer issues are resolved in a timely manner.
- Promote and reinforce excellent customer service, making sure all customers and prospective customers receive the highest levels of courtesy and professionalism.

Achievements:

- Received the "Best Employee" Award for outstanding performance in customer loyalty, customer satisfaction, sales management, and delegation of tasks.

FOX - WIZEL LTD.

www.foxwizel.co.il

RETAIL SALES/SHIFT MANAGER 2012-2013

Job functions included:

- Increase the goods-selling process in different kinds of buying situations.
- Proceed with product marketing to join new potential customers.
- Responsibility for the division of labor and teamwork.
- logistical planning and organization according to changing environment warehouse.

Achievements:

- Winning first place in the sales yearly table.
- Received sophisticated customers recommendations.

MILITARY SERVICE

- 2009-2011: Sergeant, "BISLAM" School for Military Leadership, Educational Corps

LANGUAGES

- **Hebrew:** Native
- **English:** Fluent

RECOMMENDATIONS WILL BE PROVIDED UPON REQUEST

