

Preston Harms

Warehouse Supervisor

Nashua, IA
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WORK EXPERIENCE

Warehouse Supervisor

Sparboe Foods - New Hampton, IA -

May 2017 to May 2018

Reason for leaving - Limited opportunities

Sourcing Specialist

Cambrex Inc - Charles City, IA -

October 2013 to May 2017

Reason For leaving - Seeking more responsibility

General Manager

Fastenal Company - Charles City, IA -

August 2011 to October 2013

Reason for leaving - Better Opportunity

EDUCATION

Bachelor of Science degree

Iowa State University

Associate of Applied Science degree in Applied Science

Hawkeye Community College

SKILLS

PURCHASING, INVENTORY, SCHEDULING, BUSINESS PLAN, GMP

ADDITIONAL INFORMATION

Results-oriented professional with proven abilities in account management, sales, purchasing, project management, personnel management, client/staff training and problem solving

- Experience hiring and supervising employees while providing leadership and clear strategies for growth
- Communicate effectively and keep accurate records and reports
- Proficient in Microsoft Office, including Word, Excel, PowerPoint, Outlook, RenCS, SharePoint and SAP
- Multitasking – Computer Literate
- Quick Learner – Self-motivated
- Excellent time management – Problem Solver
- Leadership & Supervision – Reliable
- Proactive – Dedicated

Core Competencies

Professional Skills

Sourcing and Purchasing

- Actively sourced supplies and raw materials for multiple new and existing projects
- Worked and negotiated with national and international vendors to locate and purchase the highest quality, lowest cost materials according to business plan parameters and customer need
- Coordinated with project managers and engineers to order raw materials and provide on-time delivery assuring plant schedule was not interrupted or delayed
- Collaborated with all departments and employees to effectively process purchases for supplies and consumables

Supervision

- Directed 28 to 30 employees and monitored all incoming and outgoing shipments of products and materials
- Communicated with production, sales, and scheduling to ensure orders went out on time and in full
- Developed strategies to maximize inventory efficiency and fulfill first-in-first-out standards
- Coordinated the warehouse organization including monitoring inventory and maintained cleanliness standards in 8 coolers, 2 freezers, and other areas of facility
- Verified proper documentation of 12-15 incoming and 8-10 outgoing daily shipments of materials to meet OSHA and other GMP standards