

## **Ramon S. Nuno**

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### **MEDICAL INVENTORY ASSOCIATE**

#### **QUALIFICATIONS**

- Current Security Clearance in the US Air Force with 21 years' experience in supply logistics and management and 5 years' experience in hospital supply chain management.
- Understanding level of knowledge of the supply warehouse information management systems.
- Managing one's own time and the time of others, Bilingual fully Speak Spanish and English.
- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Proficient in Micro Soft Office (Word, Excel, PowerPoint and Outlook).
- Received hazmat training – experienced with protective equipment and SDS
- Experience in communication, training, teamwork and leadership with the U.S. Air Force.

#### **EXPERIENCE**

- Led 8-person teams during inventory and stock of medical supplies throughout the hospital, provided medical equipment delivery support for the clinical departments, and inventoried and stocked the patient care area code carts throughout the hospital.
- Provides supply receipts, delivery, receiving, inventory and disposition management services to assigned area and department of the medical facility.
- Inventoried daily areas of assigned supply storage, clinical department supplies, requisitions and restocked supplies to par levels.
- Rotated stock and maintained a clean and orderly storage area in accordance with applicable regulatory requirements such as OSHA and HAZMAT.
- Monitored usage, created utilization reports, consulted with clinical supply liaison and department staff to recommend changes to inventory and par levels.
- Procured special supply needs for five forward deployed combat hospitals ensuring critical equipment and supplies were immediately available.
- Subject Matter Expert with extensive knowledge of resources for clinical or other related staff in the area of supply methods and goods.
- 21 years' experience with a complete understanding of inventory management tasks and the ability to work effectively with a computer-based inventory management system.
- Performed quality checks insuring accurate data entry with excellent keyboarding skills.
- the ability to communicate effectively both verbally and in writing,
- The ability to read and interpret supply requisitions and equipment directions.
- Will be able to learn food handling regulations and pass certification tests as required.

#### **EDUCATION**

**Community College of the Air Force**, Associates in Applies Science, Logistics  
**Community College of the Air Force**, Associates in Applies Science, Transportation

#### **MILITARY SERVICE**

U. S. Air Force

Cargo and Freight Agent

Honorable Discharge

#### **EMPLOYMENT**

US Air Force Reserve  
Ewing Irrigation  
Home Depot  
US Air Force

Medical Logistics Technician  
Customer Service Representative  
Receiving Clerk  
Cargo and Freight Agent

SEP 2013 - Present  
OCT 2016 – NOV 2018  
MAY 2016 – OCT 2016  
MAY 1998 – DEC 2013