
LOGISTICS ~ TRANSPORTATION ~ INVENTORY MANAGEMENT

Logistics management professional offering in-depth experience in developing and applying logistics engineering techniques and methodologies to solve problems at different levels. Dynamic leader with in-depth experience in strategic planning and tactical implementation skills, which are easily transferable to a variety of industries. Adept at assessing client needs, as well as defining requisite resources. Excellent interpersonal and communication skills at all levels of the organization.

EXECUTIVE PROFILE

LEADERSHIP AND MANAGEMENT

- Developed a comprehensive metrics plan for a major business process reengineering program to monitor flow charts to track and manage work flow processes and ensure personnel operation is completed in a timely manner
- Supervised and systematized the operation of the team and adapting to cultural differences and maximizing team contributions.

LOGISTICS MANAGEMENT

- Coordinate all aspects of logistical support for such items as transportation vehicles of all kinds, facility maintenance, personnel housing, and inventory control.
- Responsible for allocating resources to meet the needs of all transportation requests. Accountable for providing all requested material and transport equipment when needed.

COMMUNICATIONS

- Work closely with other logistical sections to coordinate efforts and meet existing and future material needs.
- Collaborated with other project managers to promote overall Directorate effectiveness.

Excellence Spheres

- ✓ **Logistics Analysis**
- ✓ **Strategic Planning**
- ✓ **Supply Chain Management**
- ✓ **Project Management**
- ✓ **Data Archiving**
- ✓ **Team Leadership**
- ✓ **Operations Management**
- ✓ **Coaching / Mentoring**
- ✓ **Performance Management**

CAREER CHRONOLOGY

Forfeiture Support Associates – Bureau of Alcohol, Tobacco and Firearms

12/2017-Present

Property Coordinator

- Hold full responsibility of all ATF Louisville Field Division evidence vaults which includes 10 satellite offices in West Virginia and Kentucky.
- Coordinate and oversee annual vault inventories to ensure all evidence is accounted for from custody date to disposition.
- Monitor and assist special agents with processing of evidence in an effort to meet timeline constraints.

Nall's Specialized Hauling Incorporated (OTR - Dedicated) & Trans-Force Logistics

08/2014 – 12/2017

Tractor Trailer Operator

- Over 375,000 miles of safe driving operation over 48 different states of the United States and Canada.

DynCorp International Incorporated (DynCorp Property Team)**12/2012 – 08/2014****Regional Property Lead**

- Hold full responsibility for managing 25 employees throughout the Southwestern Area of Afghanistan and hold property book accountability and reconciliation for 7 sites with over \$290,000,000.00 worth of United States Government assets.
- Oversee equipment inventories ensuring assets are verified and reconciled with records and databases and sub-contractor personnel to ensure workflow processes are executed within the guidelines of the customer's request.
- Spearhead Quality Assurance/Quality Control assessments to ensure prompt and accurate completion of all service requests meets contractual standards
- Devise, develop and monitor flow charts to track and manage workflow processes and ensure personnel operation is completed in a timely manner.
- Provide leadership and motivation to the field personnel as well as act as the overall resource person for the assigned communities/managers.
- Manage the coaching / training of the staff on the proper procedures for the use and control of US government property.

The Buffalo Group, LOGCAP IV, Various United States Forces Afghanistan Bases**01/2012 – 12/2012****Property Manager**

- Managed 5 employees conducting internal audits to prepare and determine readiness for DCMA Property Management System Analysis (PMSA) audits as well as ensure they are able to sustain after the audit.
- Held full accountability for 100% Property Book Reconciliation using DynCorp Internationals System of Record (DynMRO).
- Directed the development, scheduling, and oversight of workflow processes performed by various vendors.
- Spearheaded the evaluation and execution of all property processes defined in the Property Management Plan, FAR and applicable references.
- Ensured that the site staff understands application of processes in performance of their daily duties.

Kellogg, Brown and Root, LOGCAP III, Various United States Forces Iraq Camps**01/2009 – 12/2011****Senior Client Owned Equipment Specialist**

- Managed inventory operations, and effectively managed the movement and tracking of government equipment and oversaw database updates (Maximo asset management program) and inventory maintenance for outstanding accuracy and accountability.
- Served as USD-N Regional LTDD (Loss, Theft, Damaged, Destroyed) Representative for 2 years while delegating assignments for productivity and efficiency and supervising data tracking and reporting.
- Conducted physical inventories in accordance with the Property Control Procedures and the Federal Acquisition Regulation.

Achievements

- Processed over 2000 LTDD's with only 2% rejected from Reach-Back GPA or Senior Leadership.

Kellogg, Brown and Root, LOGCAP III, Various United States Forces Iraq Camps**01/2006 – 01/2009****Logistics Coordinator**

- Received, recorded and processed land transportation assets for shipments and deliveries (Military, Host Nation and KBR).
 - Championed in scheduling and verifying loads are received and shipped in a timely manner and ensuring Proof of Deliveries are retrieved from the receiver.
 - Highly experienced utilizing PIC's (Positive Inbound Clearance), manifests, mission logs and trip tickets and also Transportation Movement Requests (TMR's), RFID management to aid ease of logistics for the clients.
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AUXILIARY EXPERIENCE

Penn's Best Inc, Marten Transport, Capitol Land and Livestock

06/2001 – 12/2005

Tractor Trailer Operator

- Over 750,000 miles of safe driving operation over 48 different states of the United States and Canada.

MILITARY EXPERIENCE

United States Army, Fort Hood, Texas

06/1997 – 06/2001

Motor Transport Operator/ 88M10

- Over 100,000 miles of safe driving operation in a M1070 Heavy Equipment Transporter and a M1000 70 Ton Lowboy Trailer.

Excellent references available upon request