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## Shipping and receiving supervisor resume

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Mentoring and trainingPlanning productionSafety productionSafety standardsManaging productionSafety standardsManaging productionSafety SupervisorTrimark United East Food Services - South Attleboro, MACollaborated with others to discuss new shipping and receiving opportunities. Day-to-day shipping and receiving opportunities. Day-to-day shipping and receiving opportunities. customers when face-to-face or through telephone conversations. Managing supplier relationships to support the supply chain and maintain product quality. Reviewed incoming shipments to check quality and quantity and returned unacceptable items to suppliers for refund or replacement. Oversaw more than \$10,000,000 in inventory and supervised 44 employees in a 440,000-square-foot warehouse. Supervised shipping and receiving activities, completing times. 90% efficiency improvement through the supervision of 44 warehouse employees. Supervised shipping and receiving activities, completing the 98% customer selection rate by monitoring area separation. Expected inventory amounts based on market demand and sales forecasts. Improve operations by working with team members and clients to help achievable solutions. Worked with others to discuss new shipping and reception opportunities. Recognized by management for providing outstanding customer service.01/2017 at 02/2020Shipping SupervisorTrimark United East - South Attleboro, MACoordata with freight carriers to accelerate international shipments. A managed and directed 22-employee shipping team, providing ongoing training to improve employee skills. Oversaw shipping activities for the 22-person warehouse, successfully processing more than 250 orders per day. Trained and supervised personnel of the shipping department, application of company policies and industry best practices. Preparation of domestic and foreign shipping and receiving strategies with cost-effective methods, carriers and routes. Organized storage areas to maximize the efficiency of material movements and lading invoices. Updated The Ups World-ship and FedEx Ship Manager system with data such as weights, loads and deviations. Used equipment like the Jack pallet and reach the trucks to move the materials regularly. Inspections of the contents of the shipment, verification of the accuracy of invoices and manifests. Shipments prepared for postage by packaging, sealing and careful labelling of materials. Determining the best shipping method for materials, based on shipping procedures, routes and fares. Coordinated with carrier representatives to organize and from target areas. Check price lists to calculate costs, such as shipping, storage and demurrage costs. The most efficient shipping method for LTL and Small Parcel packages based on budget and time requirements. Shipping documents prepared and processed, including work and shipping orders, route materials and lading invoices. Working with carrier representatives to determine receiving methods and make special delivery arrangements.05/2005 to 01/2017Shipping Team LeadTrimark United East Food Services - South Attleboro, MACollaborated with carrier representatives to determine reception methods and make special delivery of directed materials by preparing precise shipping orders and lading invoices. Unpacking and reviewing incoming shipments to confirm consistency with records and materials sent to appropriate storage areas. Organized to maximize the efficiency of material movements and minimize the manpower required. Optimizing shipping and receiving strategies with cost-effective methods, carriers and routes. Determining the best shipping method for materials, taking into account shipping procedures, routes and lift and hand trucks to transfer materials using and from target areas. Shipping documents prepared and processed, including work and shipping orders, route materials and lading invoices. Updated World-ship and FedEx Ship manager system ups with data such as weights, loads and deviations. The most efficient shipping method for LTL packages and small parcels based on budget and time requirements. Coordinated with carrier representatives to organize and issue instructions for shipping and delivery of materials. Shipments prepared for postage by packaging, Materials sealing and careful labelling.06/1994High School DiplomaWilliam E. Tolman High School - Pawtucket, RI Detail-oriented Receiving Supervisor highly efficient conducting shipping and receiving operations, familiar with all aspects of logistics, general warehouse operations, inventory management, sales, customer service and loss prevention. Looking for a long-term position that requires an immediate contribution that offers opportunities for advancement. Exceptional problem solvingSharp, innovative, fast learning able to adapt quickly to difficult situationsArticulate with good communication skills, a strong work ethic Capable of troubleshooting and developing creative and innovative solutions to business challengesPosses clear understanding of business operations with the aim of increasing efficiency and productivitySkilled in the development of teamSkilled to multi-task and work without monitoring, equally effective as a member/team leaderProficient in Microsoft Word, Excel, PowerpointExperienced in the operation of warehouse machines, forklifts, pacemaker, electric pallet socket, key baler10 key, working knowledge of RFSafety-oriented scanning devices, knowledge of OSHA regulations and hazmatSuccessfully handling maintained integrity, accuracy and previously established expectations of the receiving department's operational hours. Realignment required the same workload with a reduction of 120 hours per week in the workforce. While being an in-store auditor, he acquired all the necessary knowledge to identify operational deficiencies and implement corrective measures that resulted in a remarkable reduction in reduction losses, from 2% to 1.21%, respectively, or an approximate monetary reduction of \$500,000 per year. Has accomplished excellent Team building developing the high number of candidates for promotion as assistants and store managers. Home DepotCovina, CAReceiving Supervisor05/2010 to 03/2013Responsible for the reception and distribution of \$850,000 in weekly inventory. Oversaw all shipping and receiving activities ensuring the status, completeness and accuracy of all digitized stocks. Staff trained and supervised, assigned tasks, work evaluated for accuracy and compliance with policies and procedures. Maintained, reviewed and reconciled all the daily documents relating to the Conduct daily inspections of all equipment and keep records in accordance with operating procedures. Also served as a district peer providing support and assistance to other supervisors and assistant managers who receive as needed. Home DepotBurbank, CAStore/District operations and loss prevention managers. Oversaw all in-store operational departments, identifying operational deficit areas, providing training, development and solutions to increase efficiency and productivity. Worked side by side with the in-store loss prevention manager to identify and prevent the loss of goods through theft and/or operational deficiencies. Responsible for reviewing all correlator reports within operational systems. Also responsible for overall inventory management, identification of dead stocks as well as price changes and accuracy. Provided annual assistance for store inventories as well as for the district. Also provided district support for post-inventory reconciliation and collection of withdrawal dollars through document submissions. Assisted Operations Manager with all Workers Comp claims and files, weekly operations meetings, security personnel meetings and supervisory staff meetings. Meetings.

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