

CD

Casey Davis

Shipping Coordinator

ABOUT ME

Detail-oriented shipping coordinator with five years of experience managing freight bookings, documentation, and carrier performance for national distribution centers.

PROFESSIONAL EXPERIENCE


Shipping Coordinator | CrossCountry Carriers, City, ST
September 2017 – Present

- Book 200+ shipments monthly with 8 major carriers, negotiating rates to save 12% on freight costs
- Prepare and audit shipping documents (BOLs, manifests), achieving 100% compliance on audits
- Monitor carrier on-time performance and address delivery issues, improving OTIF (On Time In Full) to 96%

Logistics Assistant | FastFlow Freight, City, ST
July 2015 – August 2017

- Assisted with daily shipment planning and tracking for 150+ loads
- Communicated proactively with drivers to resolve delays, reducing customer complaints by 30%
- Maintained shipment data in TMS, ensuring real-time visibility for stakeholders

CONTACT

 (012) 345-6789

 casey.davis@example.com

 City, ST, 34567

 LinkedIn | Portfolio

KEY SKILLS

- Freight booking & negotiation
- Shipping documentation
- Carrier performance monitoring
- TMS data entry

EDUCATION

- Associate of Applied Science
Logistics Management, Regional
Technical College
City, ST | May 2015