Stephanie Young

Logistics Coordinator

Logistics coordinator with 6 years of experience in warehouse operations, carrier management, and vendor negotiations, holding the Certified in Logistics, Transportation and Distribution credential from ASCM. Renegotiated vendor contracts covering packaging materials and freight services, securing annual savings of $143,270, and reduced inventory discrepancies from 6.29% to 4.46% across 2,800 SKUs by introducing weekly cycle counts verified with barcode scanners. Skilled in SAP, Tableau, Fishbowl Inventory, and KPI reporting across multi-warehouse environments.

CONTACT INFORMATION

(715) 555-0125

jonah.bhatt@example.com

Marshfield, WI 12345

EDUCATION

BBA in Operations and Supply Chain Management
University of Wisconsin-Eau Claire, Eau Claire, WI, 2016 – 2020

KEY SKILLS

- SAP
- Fishbowl Inventory
- Tableau
- Microsoft Excel
- Vendor Contract Negotiation
- Incoterms
- Inventory Cycle Counting
- LTL and Full-Truckload Coordination
- FIFO Inventory Methods
- KPI Reporting

PROFESSIONAL EXPERIENCE

LOGISTICS COORDINATOR | FOX CREEK DISTRIBUTION PARTNERS LLC, MARSHFIELD, WI
2023 – PRESENT

- Renegotiated 11 vendor contracts covering packaging materials and freight services, securing annual savings of $143,270.
- Reduced inventory discrepancies from 6.29% to 4.46% across 2,800 SKUs by introducing weekly cycle counts verified with barcode scanners.
- Lowered late shipment complaints from 37 per quarter to 14 per quarter by establishing carrier check-in windows and staging deadlines.
- Prepared monthly KPI reports in SAP and Tableau, tracking fill rates, transit variances, and vendor compliance for 3 regional warehouses.

LOGISTICS ASSISTANT | PLOVER RIDGE PACKAGING INC., STEVENS POINT, WI
2021 – 2023

- Renegotiated 4 vendor agreements for corrugated supplies, cutting per-unit material costs by $0.17 and saving $36,830 annually.
- Reduced inventory discrepancies by 18.43% in the raw materials warehouse by reconciling daily receipts against purchase orders in Fishbowl Inventory.
- Cut dock wait time for outbound carriers by 21 minutes per load after creating a carrier departure checklist and verifying load accuracy before seal-off.

SHIPPING CLERK | RIB RIVER WHOLESALE GROUP, WAUSAU, WI
2020 – 2021

- Verified outbound orders against pick tickets using RFID devices, reducing inventory discrepancies by 13 units per week.
- Staged and labeled an average of 74 pallets per shift, meeting carrier pickup windows within a 15-minute buffer.
- Flagged missed pickup times on 3 carrier routes and gave the lead a weekly report that led to revised pickup schedules.

CERTIFICATIONS

- Certified in Logistics, Transportation and Distribution, ASCM, 2023