

**QUENTIN COLDWATER**  
**SUPPLY CHAIN MANAGER**

**Location**

: 123 Elm Street, Miami, FL 33183 | **Email**  
: jkendall@notmail.com

**Telephone**

: 305 555 5555 | **Mobile**  
: 305 444 4444

**PROFESSIONAL PROFILE**

A goal-oriented logistics and supply chain Operations Manager, offering more than nine years of end-to-end supply chain and program management expertise that directly results in efficiency improvements and cost savings. I am also a partner manager possessing well-refined proposal, contract, and service-level management skills, a project manager who can effectively lead and coordinate multiple procedural as well as technology projects concurrently. I have transferable skills in metrics and trends analysis, and innate talent for identifying and leveraging unutilized capacities and opportunities in any organization.

**CAREER HIGHLIGHTS**

### **ABC Communications, Miami, FL,**

*Supply Chain Manager*

2006 to Present

#### **RESPONSIBILITIES**

- Operated as a Senior Staff Consultant with a lead role in strategic planning, project implementation, and execution specifically for the optimization of a distribution network.
- Collaborated with teams across the organization in the implementation of the distribution network as well as charged with the reduction of fixed cost facilities to a variable cost model, which included 3PL-managed facilities.
- Managed project implementation, action items, and milestones in collaboration with logistics, operations, systems, HR, and labor relations teams.
- Part of my responsibility was to cut inventory by \$2.3 million.

### **BCD ASSOCIATES, Miami, FL,**

*Supply Chain Manager*

2003 to 2006

#### **RESPONSIBILITIES**

- Guided supply chain, manufacturing, and sales operations for a print and packaging trading company with up to \$400,000 in annual sales.

- Served as the primary [account manager](#) for clients, oversaw service provision, special projects, and contract compliance.
- Prepared responses to RFQs.
- Negotiated contracts with outsourced suppliers and vendors.
- Designed new packaging for the sole purpose of exacting customer specifications.
- Developed standardized operating practices and procedures, including the documentation of the detailed accepted quality level (AQL).

### **BCD RETAIL STORES, Miami, FL,**

*Supply Chain Manager*

2001 to 2003

### **RESPONSIBILITIES**

- Directed supply chain operations for 15 retail stores providing personal consumer electronics and ancillary services.
- Analyzed sales volumes and created forecasts in order to leverage market trends and minimize the impacts of seasonal downturns.
- Successfully led a cross-functional team consisting of IT staff and functional managers through the integration of EDI and POS transaction operations into SAP.
- Developed a profitable cost center by redefining supply chain practices.
- Created an inventory management tool that aided in stock-level management between retail and Web stores.

### **EDUCATION & QUALIFICATIONS**

**XYZ University**

### *Bachelor's Degree in Business Administration*

#### **Class of 2001**

I attended the XYZ College in Miami, FL, where I undertook a Bachelor's Degree in Business Administration. I graduated with the highest honors.

#### **CORE SKILLS**

- End-to-End Supply Chains
- Materials Management
- Data & Root Cause Analysis
- Purchase Ordering
- Start-up Operations
- Operation Management
- Vendor & Contract Management
- Inventory Management
- Global Transportation Logistics
- Troubleshooting
- Sales Programs
- Procedures Development
- Project Management
- Change Management
- Team Building

### **LANGUAGES**

English ? Italian ? Portuguese ? Spanish ? Bengali

### **HOBBIES & INTERESTS**

Cycling ? Birdwatching ? Painting ? Reading ? Travelling

### **INDUSTRY REFERENCES**

Mr. Otto Octavius

Manager

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Mr. Drake Clover

Supply Chain Supervisor

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