

QUENTIN KENDALL

QUALIFIED DISTRIBUTION CENTER MANAGER

Location

: 123 Elm Street, Miami, FL 33183 | **Email**

: jkendall@notmail.com

Telephone

: 305 555 5555 | **Mobile**

: 305 801 5423

PROFESSIONAL PROFILE

A highly skilled and results-oriented professional with a long track record of professional success, especially in logistics management within large distribution centers.

CAREER HIGHLIGHTS

ABC Company, Miami, FL,
Distribution Center Manager

1998 to Present

RESPONSIBILITIES

- Directed all ongoing activities and operations involved in a 190,000 sq. ft. distribution center, which had with a 37-person staff with a \$3.3 million projected budget.
- Managed the project for the successful implementation of the Warehouse Management System.
- Coordinated resources and configured the database system.
- Developed project plans and test scripts and performed procedural testing.
- Created system documentation for all processes and implement detailed training plans.
- Devised in-house activity reporting tools to track and report accuracy and productivity in detail on all functional areas of the CDC.
- Utilized new WMS to extend order cutoff times for branches, allowing for additional next-day order availability and extended service hours for customer pickup.
- Processed 8.8 million units annually while managing 10,500 SKUs, thus ensuring the appropriate product was sent to 24 wholesale distribution locations.
- Solely implemented highly effective employee safety and training programs, resulting in a company record of no-time lost injuries for over 545 days.
- Developed a new employment program that assisted supervisors in the process of employee selection, which shortened the learning curve and resulted in longer retention of new hires.
- Created a training manual for supervisors and new employees.

BCD Corporation, Miami, FL,

Distribution Center Manager

1994 to 1998

RESPONSIBILITIES

- Acted as the manager in all involved aspects of a 240,000 sq. ft. distribution center that served 142 company-owned stores in five markets.
- Directed a staff of 100+ employees, which included three managers and five supervisors.
- Tasked with the responsibility of lowering the distribution operating expenses, which I successfully achieved by up to \$684,000/11.1% within the first hiring year.
- Conceptualized as well as implemented production standards for all inbound and outbound departments; resulting in a decreased total cost per piece.
- Developed a strategy that reduced overtime in all departments in the organization from 11.8% to less than 1.5% of hours worked all the while reducing the employee count from 148 to 100.
- Enhanced the retention rate of employees by up to 20% by implementing programs that recognized top employees and by creating a pleasant and professional work environment.

EDUCATION & QUALIFICATIONS

Advanced Logistics and Supply School

Class of 1994

Army Institute for Professional Development Program

Class of 1993

Primary Leadership and Development/ Larson Barracks

Class of 1989

United States Army Quartermaster School

Class of 1985

CORE SKILLS

- Manhattan Warehouse Management Systems (WMS), 2004R1 AS400 Series
- Microsoft Office Suite: Excel, Word, Access, PowerPoint, and Project
- Adobe Acrobat, Lotus Notes, and Lotus 1-2-3; Web-based Server Administration

LANGUAGES

English ? Italian ? Portuguese ? Russian ? Japanese

HOBBIES & INTERESTS

Cycling ? Pottery ? Drawing ? Reading ? Travelling ? Scuba diving

INDUSTRY REFERENCES

Mr. Jay Jameson

Manager

Tel: 0161 334 7672 | Email: jayjameson@gmail.com

Mr. Tony Adams

Manager

Tel: 0236 625 7572 | Email: tonyadams@gmail.com