

# JENNA SAMPLE

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## SUPPLY CHAIN / LOGISTICS MANAGEMENT

*Staff Coordination • Project Direction • Inventory Control*

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Highly efficient Logistics Management professional with extensive senior-level experience in supply chain, distribution, resource planning, training, and project lifecycle management. Results-driven high-achiever, consistently enhancing operations to improve revenue growth, efficiencies, and service levels. Advanced leadership skills managing groups to achieve goals and working with senior management to bridge the gap between objectives and capabilities. Multidimensional planner, skilled in design and execution of successful supply chain and logistical processes, programs and solutions.

### CORE COMPETENCIES

- Logistics Planning
  - Vendor Negotiations
  - Operations Direction
  - Process Optimization
  - Supply Operations
  - Project Management
  - Strategic Planning
  - Budget Control
  - Distribution Operations
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### PROFESSIONAL EXPERIENCE

DYNACORP INTERNATIONAL – Kabul, Afghanistan

2007 to 2009

#### **Professional Logistics Mentor (2008 - 2009)**

Promoted to provide expert logistics advice and training to Chief of Logistics, Ministry of the Interior in duties and responsibilities for 85,000-member national police force. Defined department objectives based on available resources, manpower, facilities, equipment, supplies, and services. Assisted in design and development of plans for procurement, production, storage, distribution, maintenance, transportation, utilization, and disposal of materials. Worked closely with military forces and Department of Defense contractors to create, develop, and implement modernized logistics policies and procedures. Monitored and advised ongoing construction of four regional logistics centers and 27 supply points.

- Played integral role in developing, publishing, and having passed into law, the first logistics policies and procedures since 1968.

#### **Facilities Logistic Coordinator (2007 - 2008)**

Spearheaded maintenance of all physical structures at State Department training facility, while serving as logistics advisor to senior management for resource and facility issues. Supervised 120+ employee and oversaw water purification system, wastewater treatment system, and kitchen facilities. Created data collection and extraction methods for various functional areas, and developed baseline metrics for executives to illustrate conditions and support decision-making.

- Developed streamlined procedures to enable rapid distribution of materials while preventing property loss.
- Efficiently processed approximately 1,500 students through camp on annual basis.

PIRELLI / PRYSMIAN COMMUNICATION CABLES & SYSTEMS – Lexington, SC

2003 to 2007

#### **Distribution Services Manager (2005 - 2007)**

Supervised 35 employees in warehouse and distribution center operations. Oversaw accurate receipt and storage of raw materials for production of fiber optic cables, in addition to packaging and shipping of up to 100 reels of cable daily on flatbed and LTL carriers. Drove implementation of cost-reduction initiatives and department-wide IT/software systems. Created, developed, and provided senior management with functional metrics. Managed \$6-million budget.

- Succeeded in increasing outbound shipments by 250% during first quarter, 2006.

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- Working with IT staff in developing, testing, and implementing SAP compatible VB software system to establish remote warehouse and logistics processing station in British Columbia, resulting in faster, efficient, and cheaper service for major customer.

#### **Logistics Analyst (2003 - 2005)**

Led production planning for multiple product segments in three North American facilities. Developed and maintained business tools and reports that supported production management and distribution centers. Assisted in problem solving, freight tracking, and carrier relations to optimize performance. Analyzed logistics and production planning operations to support improvement initiatives, and produced reports for senior management to monitor production, expenses, and sales at four North American facilities.

- Created reports that facilitated development of future production forecasts.

UPS SUPPLY CHAIN SOLUTIONS – Lexington, SC

2001 to 2003

#### **Operations Manager**

Served as third-party logistics provider for Pirelli Cable & Systems, responsible for managing all inbound and outbound shipments. Coordinated with vendors and client to negotiate shipping dates, routing, and carrier selection, provide required delivery performance and freight cost reductions, and ensure attainment of requirements. Conducted analysis of service failures, identified causes, and developed controls to prevent future incidents.

- Designed, implemented, and managed freight claims program to ensure recovery of damaged product costs from carriers.

STANDARD CORPORATION INTEGRATED LOGISTICS – Columbia, SC

1997 to 2001

#### **Fleet Manager**

Supervised and managed more than 50 drivers and equipment for nationwide dry freight carrier. Provided nationwide freight services for major clients, including Select Comfort Bedding Systems, DuPont, Intertape Polymer Group, International Paper, and Kiswire, Inc. Handled maintenance and training for Loadmaster TMS system, in addition to negotiating rates with freight brokers and third-party logistics providers. Spearheaded ISO 2001 Development and Implementation Team. Monitored drivers' logs, in addition to maintenance and safety policies/procedures.

- Played key role in implementation of Loadmaster TMS system.

*Prior experience as Supply Specialist within the United States Army.*

### **EDUCATION AND CREDENTIALS**

**Master of Business Administration (MBA)**  
UNIVERSITY OF PHOENIX

**Bachelor of Science in Business Administration**  
THE CITADEL – Charleston, SC

#### ***Technical Proficiencies***

Manual & Automated Logistics (JIT, KANBAN, Consignment) Systems, SAP ERP, MS Office