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Experience

Bluemarble Productions Inc

Logistics, Warehouse & EH&S Manager August 2020 to present

- Responsible for the performance and activities relating to receiving, storing/staging, and shipping products and materials
- Ensure food/safety defense by establishing and managing security procedures and protocols
- Develop and maintain a min/max inventory control system and conduct physical inventory/cycle count verification as required
- Control all labor and material costs within budget
- Work with the Productions Manager and Supply Chain Manager to develop and maintain the weekly production schedule, adjusting as necessary
- Ensure that all needed materials are on site, staged, and ready to use when needed
- Develop and maintain complete and accurate SOP's for all warehouse duties
- Participate in Structured Communication meeting as needed
- Oversees all Bluemarble storage areas, both on-site and off-site
- Maintain product inventory and arrange product distribution
- Work with the supply chain team to address the logistics needs of all distributors and self-distribution accounts
- Conduct employee forklift certification training
- Supervision of full-time employees
- Interview, hire and train employees
- Disciplines, addresses complaints and resolves problems
- Coordinate all in-bound and out-bound shipments

Sun King Brewing - Indianapolis, Indiana

Brewery

Logistics/Safety Director, July 2010 to August 2020

- Supervise all logistics, draft and warehouse staff
- Coordinate daily tasks, routes and schedules for logistics staff
- Create invoices and process accounts receivable in a timely manner
- Oversees all SKB storage areas, both on-site and off-site
- Maintain produce inventory and arrange product distributions
- Work with the sales team to address the logistics needs of all distributors and self-distribution accounts
- Quote and coordinate all in-bound and out-bound shipments

- Maintain a safety program and accompanying procedures to ensure compliance with requirements set forth by local stat and federal agencies, including OSHA, The Health Department and The Fire Marshall
- Execute special projects as designated by company owners
- Maintain keys, door access codes, and other related security measures
- Attend leadership meetings and contribute to strategic planning
- Manage all aspects of distribution and maintenance channels
- Oversee accounts receivable, sales, scheduling and payroll
- Manage inventory and work with production on maintaining par levels
- Educate and implement safe and clean work practices
- Train, instruct and certify employees on fork lift safety
- Commit to yearly industry safety and compliance trainings
- Oversee Monthly and Weekly safety audits and walkthroughs of all properties
- Create and maintain a safety program and accompanying procedures to ensure compliance with requirements set forth by local, state, and federal agencies, including OSHA, The Health Department, and The Fire Marshall
- Establish internal safety committee and oversee monthly meetings
- Interview, hire and train employees

Bull Dog Mobility - Brownsburg, Indiana

Mobility Service Manager

Service Tech, October 2007 to July 2010

- Responsible for the installation of all new mobility ramps and equipment
- Follow all ADA guidelines for service, and installation
- Schedule, maintain and repair all mobility equipment for BDM customers
- Understand customer needs to guarantee satisfaction and retention

Cavalier Distributing - Indianapolis, Indiana

Specialty Wholesale Beer Distributor

Logistics Manager/ Operations August 2005 to October 2007

- Manage all aspects of route drivers and line cleaners
- Oversee accounts receivable, sales, scheduling and payroll
- Plan and execute all distribution strategies to customers and suppliers
- Implement safe and clean work practices
- Attend and certify yearly industry safety and compliance trainings

Shadow's Restaurants, LLC - Plainfield, Indiana

Deli style sandwich shop

Consultant/General Manager, October 2003 to 2005

- Manage all aspects of restaurant (AR, AP, payroll, staffing & orders)
- Certify and attend all food safety certifications
- Design and implement all marketing strategies
- Oversee 7-10 full and part time employees
- Engage with customers and families to ensure great level of customer service

Twinn-K International, Inc. - Indianapolis, Indiana

Wholesale Beer Distributor

Assistant Warehouse Manager 1997-2003

- Provide support between office, field and warehouse teams
- Manage staff of 15-20 full and part time employees
- Oversee AR, scheduling, inventory control, receiving and shipping
- Attend and certify in yearly safety and compliance trainings

Training: **OSHA 30 Hour 2015**
 Distillery Safety Management 101
 Indiana Chamber Forklift Train the Trainer 2017/2015
 Workplace Violence Plan Review and Audit 2017
 OSHA's Walking-Working Surfaces and Fall Protection Standards Seminar

Education: 2001 Graduate of Plainfield High School-Plainfield, Indiana

Affiliations: Member of the Brewers Association Safety Sub Committee
 Member of DECA

Skills: Accounts Receivable (AR), Control System, Customer Service, Cycle Counting, Inventory Control System, Inventory Management, Invoices, OSHA, Payroll, Payroll Processing, Physical Inventory, Product Inventory Management, Production Schedules, Supply Chain, Training and Development, SAP