

MATT MILLER

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SUPPLY CHAIN COORDINATOR

Diligent supply chain and logistics teammate, **bringing a distinct advantage** over other new graduates with valuable real-world experience in fast-paced and dynamic supply chain environments. Curious self-starter always seeking new challenges and opportunities to broaden skill set, add value, and drive success.

KNOWLEDGE, SKILLS, & TRAINING

Supply Chain Processes | Logistics | Manufacturing Process Improvement | Procurement & Strategic Sourcing
Inventory Management | Transportation | Enterprise Resource Planning: SAP & Oracle | Supply Chain Analytics
Warehouse Operations | Vendor Management | Production Support | Shipment Tracking | Demand Planning

EDUCATION

BACHELOR OF SCIENCE – Supply Chain Management | Ohio University | *Athens, OH* 5/2023

- ☑ **Relevant Coursework:** Logistics and Supply Chain Management, Operations Management, Purchasing and Supplier Management, Supply Chain Analytics, and Freight Logistics.
- ☑ Self-financed 100% of education and worked full-time while attending school.

PROFESSIONAL EXPERIENCE

SUPPLY CHAIN CO-OP | International Paper Company | *Columbus, OH* 6/2022 – 5/2023

Gained experience in diverse supply chain functions, encompassing procurement, logistics, inventory planning, and supplier relationship oversight. Facilitated procurement and planning activities, including order fulfillment for parts and paper and fine-tuning work schedules.

- **Fewer Changeovers:** Improved throughput 12% and reduced costs 8% through job planning.
- **Efficiency Increases:** Streamlined pick-and-pack methods and introduced automated tracking, reducing order fulfillment time by 10%.
- **JIT Success:** Gained a 15% surge in on-time deliveries by integrating Just-in-Time (JIT) practices and strong partnerships with suppliers.
- **Productivity Optimization:** Utilized Kaizen and Total Productive Maintenance (TPM) principles.

OPERATIONS ASSOCIATE | Unified Parcel Service | *Columbus, OH* 9/2016 – 6/2022

Developed essential skills while working at a facility that processed three million parcels daily. Organized and categorized packages by destinations, ensuring efficient loading and unloading of delivery vehicles in a fast-paced environment.

- **Top-Tier Performance:** Consistently averaged less than 5% misloads, scoring within top ten lowest on team for six straight years.
- **Productivity:** Skillfully managed 1500-2000 packages daily, achieving 29% higher productivity compared to peers.
- **Training Expertise:** Trained 25+ new hires on safety, operations, and recordkeeping guidelines.
- **Cost Reduction & Injury Prevention:** Recognized ergonomic and safety issues and worked with leadership to rectify them.
- **Flexibility:** Picked up overtime shifts nearly every day during peak seasons.
- **Awards:** Earned Employee of the Month five times.

VOLUNTEER

FOOD PANTRY VOLUNTEER | Boys & Girls Club | *Columbus, OH* 12/2020 – Present

STRATEGY

The strategy employed for this resume was to highlight Matt's unique advantage over other new graduates, underscoring his valuable real-world experience in dynamic supply chain environments.

Matt's commitment to professional development and continuous learning was illustrated by incorporating relevant coursework and showcasing his self-financed education. Quantifiable achievements, including cost reduction, improved efficiency, streamlined processes, and on-time deliveries, were strategically presented to demonstrate Matt's tangible impact on operational excellence and cost optimization.

Additionally, the utilization of Kaizen and Total Productive Maintenance (TPM) principles was intentionally mentioned. His first job was included to convey proficiency working in a high-volume facility, unwavering work ethic, and dedication to surpassing expectations.