
ENTRY LEVEL LOGISTICS MANAGEMENT RESUME

Objective:

Seeking an opportunity to work in the field of Logistics Management field where my knowledge of Materials and Warehousing Management helps in the development of the organization.

Skills:

- Knowledge of materials and warehousing management.
 - Excellent communication and organization skills.
 - Operations Management.
 - Proficient in budget management.
 - Well-versed with MS Word, MS Excel, MS Power point and Internet.
 - Effective communicator. Recognized as a problem solver, resource person and team leader.
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Education:

B.S., Business Administration
New York University, March 2008

Professional Experience:

aw material coordinator, from August 2008 to till date Lincoln Center Group, New York

Responsibilities:

- Assisted in development and implementation of feedstock contingency plans, special feedstock flexibility studies and tests and logistical analysis.
- Coordinated with all suppliers to ensure the uninterrupted delivery of optimal feed stock.
- Evaluated systems and equipment for maintainability and supportability.
- Helped account security group; done the regular information protection management for the firm.

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