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## Traffic Manager Resume

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### Job Objective

Seeking Traffic Manager Position with reputable organization in which my experience can be a positive influence on the growth of company.

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### Highlights of Qualifications:

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- Experience in managing logistics and ERP business systems and supervising shipping techniques
  - Expertise in supervising large systems in a warehouse environment
  - Huge knowledge of shipments and local carriers
  - Sound knowledge of import and export procedures and regulations
  - Ability to maintain inventory and process all orders
  - Skilled to carry out all month end processes
  - Ability to resolve service, billing and invoicing issues
  - Ability to develop relationships with key decision-makers
  - Ability to Identify, quantify and resolve problems in a diplomatic manner
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### Professional Experience:

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#### Traffic Manager

Salem Communications, Teterboro, NJ

October 2008 – Present

- Assisted various teams and prepared various budget for departments.
- Managed all contracts for transportation equipments.
- Scheduled shipments and monitored all departure and arrival of shipments.
- Monitored processes and identified damages and resolved all issues.
- Established most effective way of transportation mode for managing products and controlled all quality of commodities.
- Developed various methods and procedures for transporting raw materials to customers and warehouses.
- Organized and directed all traffic activities for organization.

#### Traffic Analyst

Dicarlo Distributors Inc, Teterboro, NJ

August 2003 – September 2008

- Determined most effective way of transportations and developed cost effective ways.
- Scheduled all shipments and informed all departments on expected arrival dates.
- Monitored all workers handling traffic and scheduled all shipments in different methods and documented details.
- Evaluated documented and ensured shipment mode of transport according to necessary documents.
- Managed all shipments according to company regulations and traffic laws.
- Identified any defects to consignments and investigated cause of damage.

#### Traffic Coordinator

NBTY, Teterboro, NJ

May 1998 – July 2003

- Coordinated with International Freight forwarders and book and scheduled all shipments.
  - Documented all shipping details such as pick up of shipment and delivery notes.
  - Monitored and implemented all miscellaneous shipping orders for various plants.
  - Scheduled all stock transfer and maintained all sub contract orders.
  - Provided technical support to all inventory planning and prepared necessary reports.
  - Assisted Account departments and resolved all credit and shipping issues.
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### Education:

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Bachelor's Degree in Business

Olivet College, Olivet, MI

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