

TRANSPORTATION ANALYST RESUME

Job Objective:

Transportation Analyst position where I can effectively utilize my skills and expertise.

Highlights of Qualifications:

- Wide knowledge of international and domestic transportation
- Ability to solve and analyze problem
- Ability to make recommendations to improve departmental cost and efficiency
- Ability to analyze operational processes and recommend improvements

Professional Experience:

Transportation Analyst
Booz Allen Hamilton, New York, NY
August 2005 – Present

- Created and implemented marketing and communication strategies.
- Developed and prepared presentations, publications and promotional campaigns.
- Conducted and performed proposal preparation, contract negotiation, and administration of major contracts.
- Analyzed and determined estimates of service, material, equipment and production costs.
- Monitored and examined company performance for conformance to original proposal.
- Performed and conducted clerical, administrative and logistical support tasks.
- Maintained and managed customer information in computer system.

Transportation Analyst
SPARTA, Inc., New York, NY
May 2000 – July 2005

- Coordinated annual negotiations with international carriers.
- Provided carriers with FY shipment information, built comparative tool and tracked bids.
- Interacted with field team by updating transportation website on monthly basis.
- Created and distributed monthly reports needed to support divisional projects and corporate initiatives.
- Maintained carrier relationships by understanding their offering.
- Verified accuracy of extracts and routing guides.

Education:

Bachelors Degree in Business
Boston College, Chestnut Hill, MA

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