

SUPPLY CHAIN SPECIALIST

SUPPLY CHAIN ANALYTICS | STRATEGIC SOURCING | PURCHASING OPTIONS | SUPPLY CHAIN TEAM TRAINING | QUALITY ASSURANCE

Transformational Supply Chain Specialist with a consistent record of process improvement and on-time delivery of all projects. 15+ years of leading all facets of the supply chain process, from purchase, delivery, and warehousing. Excels in analysing procurement and shipping processes to optimize performance. Well-versed in developing several KPIs (cancellations, delivery measures, lead time, etc.), and validating the performance measures. Effectively leads, motivates, and directs cross-cultural/cross-functional teams, developing and delivering effective supply chain training programs. Capacity to operate and maintain a large variety of logistics equipment, with a specialty in equipment vehicles of up to 10 Ton. Recognized for championing more efficient and cost-effective business processes, whilst identifying ways to reduce expenses without compromising quality.

CORE COMPETENCIES

Supply Chain Analysis/Management; Warehouse Management; Vendor & Contract Management; Procurement of Equipment; Inventory Control; Data & Root Cause Analysis; Maintenance & Supply Chain Training Plans; Cargo Delivery & Receipt; Property Management; Policy/Procedure Development; Preventive Maintenance Checks; Equipment Operation & Maintenance; Security Systems & Operations; Logistics Coordination; Write off Procedures

CAREER SUMMARY



ES-KO, Supply Chain and Inventory Analyst | UNMISS - Food Contract, South Sudan, Juba

3/2024 – 4/2025

Currently as the Inventory Analyst for the UNMISS Food Contract in South Sudan, I coordinate inventory and supply chain. Some of my duties are entering the UN bulk requisitions, modifying the systems and order cheques at the appropriate time for replenishments. I confirm pipe line visibility of stocks, develop options for short & absent goods and schedule deliveries to meet 100% standards. I also receive receipts and ensure they are correct in terms of the data and also supervise incoming containers. Furthermore, I am responsible for ordering, controlling, and performing physical inventories on the company's stock while also handling non-moving stock to reduce expenditure on their disposal. I process and pass supply and transport invoices, verify invoices to be paid and check that reports are sent on time to finance office for payment to suppliers. Other duties include being able to deliver professional communication with the clients and make sure that one adheres to the organizational standard. Spearheaded inventory and supply chain operations, ensuring timely stock replenishment and accurate data management. Maintaining at all-time 100% compliance with delivery schedules and order accuracy. Also conducting periodic inventory counts, managed and cleared non-moving stock to minimize disposal costs. Preparing and submitting supply invoices, ensuring timely and accurate reporting and payments by finance.



Independent Supply Chain Expert Consultant | Remote Work

10/2021 – 11/2023

Assessment of existing supply chain processes to identify strengths, weaknesses, opportunities, and threats. Analysed data to identify areas where supply chain processes could be optimized for improved efficiency, cost-effectiveness, and performance. Strategic planning of inventory management, including inventory optimization, demand forecasting, and inventory control measures to minimize stock outs and excess inventory. Risk analysis and mitigation of company losses.

KEY HIGHLIGHTS

- Generating reports: Provided actionable insights through detailed reports, leading to a 15% improvement in supply chain efficiency by identifying bottlenecks and areas for optimization.
- Reducing cost: Implemented cost-saving measures that resulted in a 10% reduction in overall supply chain costs, including negotiating better rates with suppliers and optimizing transportation routes.
- Continuous Improvement Initiatives: Led initiatives that enhanced process efficiency, resulting in a 20% reduction in lead times and a 25% increase in on-time deliveries



PAE, Supply Chain Analyst | National Maintenance Strategy (NMS), Kabul

01/2019 – 9/2021

Advised the Afghan National Defence Security Forces (ANDSF) and the National Maintenance Strategy- Ground Vehicle Support (NMS-GVS) on National Maintenance Strategy. Enhanced the ANDSF supply chain management system and processes. Streamlined the NMS Supply chain management supply and distribution processes. Performed multi-echelon analyses of ANDSF strategic to tactical logistics and sustainment information for planning and executing strategic initiatives; conducted quantitative/qualitative analysis of ANDSF tactical logistics readiness data; provided program analysis to enhance the effectiveness of advisory efforts; formulated and implemented logistics models. Developed communication products that distilled complex sustainment concepts.

KEY HIGHLIGHTS

- Recognized with PAE innovative award for service innovation adding direct value through cost analysis, product lead time, and product reporting, lowering the cost to the customer and cooperate for required products
- Engineered a master tracker aligned with the set supply chain objectives, evolving the tracking of open POR's and other supply chain operations in 36 sites
- Enhanced the executive decision making by analysing and identifying patterns and trends in supply chain for open work orders.
- Improved expense tracking by analysing open purchase orders, ensuring expenditures were within budget.
- Strengthened the shipment end-to-end tracking process by updating the master tracker with the estimated delivery and movements dates until arrival at the final destination.

PAE, Training Site Lead | National Maintenance Strategy (NMS), Gamberi

12/2017 – 01/2019

Led the training site for an industry-leading national maintenance program tailored to assist the Afghan National Army (ANA) with acquiring their own organic, self-sustaining maintenance and supply capabilities. Consulted with the ANA maintenance leadership to provide and receive training feedback; identify and continually develop appropriate ANA training locations and equipment within the site; engaged all ANA Trainers/Mentors in assessing training needs; interacted with the ANDSF commanders and workforce to discuss training courses/classes and information required to improve their Operational Readiness (OR).

KEY HIGHLIGHTS

- Designed and implemented a unique training plan to align with USG and company policies, suiting the ANA schedule.
- Increased the pace of program through regular communication with the team on plans, objectives, work assignments, and priorities.
- Ensured compliance with PWS through continued liaison with the project management, subcontractor, USG, and ANA.
- Delivered a revolutionary maintenance and supply training to the ANA, enabling them to design SOPs and improved individual trade skills.

AC FIRST, Yard Boss Lead | Supply & Services Fleet (S&SF), Bagram

04/2016 – 12/2017

Managed the entire Supply yard. Oversaw the vehicles and equipment received within Supply and Services Fleet. Implemented and championed various administrative reports as well as drive efforts at the 401st Army Field Support Battalion-Afghanistan (AFSBN-A), Logistics Task Force (LTF). Managed a team of 28 people.

KEY HIGHLIGHTS

- Soared yard-wide efficiency and regulatory compliance by interfacing with designated government representatives of 401st AFSBN-A LTF and other contractor elements in implementing strategic processes as well as government/army directives.
- Distinguished for consistently ensuring the flawless and timely completion of daily fleet assignments.

AC FIRST, Warehouse Section Lead | Supply Support Activity (SSA) (Class IX, Bagram

03/2015 – 04/2016

KEY HIGHLIGHTS

- Successfully oversaw location surveys and inventories to include 10% Weekly Inventories and quarterly 100% Wall-to-Wall Inventories on Shop Stock and Bench Stock items, whilst maintaining 100% on monthly Shelf Live Code
- Demonstrated excellence in managing the delivery and reception of cargo with various entities, including Arrival/Departure Airfield Control Group (A/DACG), Supply Support Activity (SSA), Defence Reutilization and Marketing Office (DRMO), FedEx, UPS, and DHL. This was achieved through effective problem-solving and strict adherence to regulatory compliance. Master driver and trainer for all equipment of vehicles up to 10 Ton, forklifts of 2K-13K, maintaining a 99% safety rate.

KBR LOGCAP III, Class IV Logistics Coordinator / Administrative Specialist | Bagram

08/2006 – 12/2009

KEY HIGHLIGHTS

- Leveraged the Standard Army Retail Supply System (SARSS) in tracking and maintaining over \$25 million in Class IV building materials, providing support to support to 44 Forward Operating Bases, Provincial Reconstruction Teams, as well as other military outposts.

- Worked with a Container Management Tracking System program to account for 1000 leased containers.
- Saved the US Government over US\$ 1 million within three years by expediting the return of delinquent containers to the carriers.

 **KBR LOGCAP III, Security Officer** | Bagram

09/2005 – 08/2006

KEY HIGHLIGHTS

- Oversaw three security personnel on a U.S. military installation, ensuring clients' safety through patrols and premise surveillance.
- Recovered over \$300,000 in stolen property, by conducting exhaustive investigations on the displaced client and employee property.

OTHER NOTABLE CAREER ENGAGEMENTS

 **AC FIRST, Supply Specialist - Supply Support Activity (SSA), Class IX** | Bagram

07/2012 – 04/2015

 **Koniks SHPK, Senior IT Technician** | Gjilan, Kosovo

09/2010 – 06/2012

 **UN Security Officer/Operations Officer** | United Nations - Gjilan, Kosovo

06/2001 – 11/2004


EDUCATION & QUALIFICATION

 **Training teacher** | Pristina University

2004

 **Supply Chain Management (Level 7 Diploma)** | CPD

2020

 **SCM Lean Six Sigma** | AVETA - Certified Green Belt (Cert. Number: 0czdqpbZNN)

2022

PROFESSIONAL DEVELOPMENT & CERTIFICATION

Enterprise Resource System Core IMS | Logistics & Supply Chains – Fundamentals, Design, Operations | Supply Chain Analytics – Network Design | Negotiating: Advanced Negotiation Tactics | HR-2007 Code of Business Conduct Tier 2 | A&F-Spreadsheet Controls (Global) Part 1, 2 and 3 | IT Essentials I & II Course | Level I Antiterrorism Awareness Training | Modern Public Administration