

OPERATIONS OFFICER – ADCOM WORLDWIDE – WASHINGTON DC.

Efficient-focused logistics leader, problem-solver and primary operations leader with effective leadership style that fuels sales growth, establish & build relationships, secure bottom line profitability and identify cost savings measures. Strategically focused executive who elicits top performance through mentoring, recognition and well-rounded training.

- Freight Forwarding
- Logistics / Operations Management
- Financial Management
- HR / Organizational Leadership
- Business Growth / Acquisitions
- Team Building / Customer Service
- Warehousing / Inventory Management
- IT / Project Leadership

PROFESSIONAL ACCOMPLISHMENTS

- Leader of \$12M freight forwarder, including all logistics and financial aspects.
- Increased annual revenue by \$3.5M by leading the acquisition of a Freight Forwarder.
- Drove driver dispatching cost savings and recognized increased profits of \$200k annually by improving scheduling and standardizing pricing.
- Improved shipping service success rates by 40% by improving processes, developing SOP's to improve shipping practices.
- Impacted annual profitability by 10- 15% annually since 2009 by improved costing analysis, improved logistics practices and developing global relationships with agents and partners.
- Awarded First in Excellence in Operations Organization in 2013 and 2014 out of a group of over 100 Radiant Global Logistics divisions.
- Build and develop relationships with agents in over 100 countries, resulting optimal pricing, business development and high level service resulting in 99% plus service success rate.

TESTIMONIALS

“Please express my appreciation to Amy for her help, knowledge and willingness to participate in a conference call with our customer who will be shipping fully configured server racks to China. She has been a great help and resource. “ – Senior Shipping Manager – Redapt, Inc.

“Amy, You rock and are the very best at what you do! I love ADCOM. You know with all you juggle and the absolute fabulous service you give us, you are the Logistics Queen.” - International Manager – VeriSign, Inc.

PROFESSIONAL HISTORY

Chief Operating Officer - Adcom Worldwide of Washington DC location, Washington DC, 2007 - Current

- Lead all US and Global ground, air and ocean transportation operations of full service freight forwarder and additional services including: white glove service moves, warehousing, fulfillment services, crating.
- Manage 6 direct reports, Domestic Logistics Manager, International Operations Manager, Tradeshow Operations Manager, Financial functions, IT functions, HR/Benefits functions and 23 indirect reports.
- Oversee Export / Import compliance management.
- Managed 6 global client moves which included 25 indirect reports for each project.
- Leader of development of process improvements and SOP's for logistics operations including, domestic shipping, international air and ocean shipping, white glove service, next flight out and more.
- Leader in building, developing and maintaining all vendor relations that include agents, truckers, carriers and international partners.
- Manage all financial functions, including tax planning, month-end and year-end financial statements, financial analysis, and cost analysis.

Accounting Manager / Project Manager - Adcom Worldwide, Minneapolis, MN, 2003-2007

- Managed accounting functions including: staff accountants, accounts payable, administrative staff, warehouse and payroll/HR. 6 direct reports and 10 indirect reports.
- Project Manager IT. Lead the implementation, conversion and training of staff and 35 divisions on new ERP transportation management system.
- Selected to be on the team for Business Development brought on new companies to join the Adcom Worldwide network, resulting in \$30-\$40M in new business.
- Managed external audits, lines of credit, internal audits.
- Managed month-end and year-end financial statements and account reconciliations.

Assistant Controller - Fleming Foods Wholesale Distribution (formerly Minter-Weisman), Minneapolis, MN, 1997- June 2003, Consultant – June 2003- January 2004

- Responsible for physical / perpetual inventory. Cycle counts and inventories.
- Managed staff accountants, accounts payable, fixed assets management.
- Managed month-end and year-end financial statement processing and account reconciliations.

- Developed annual budgets, weekly and monthly financial forecasting.
- Supported acquisitions and sale of company, due diligence, inventory analysis and financial reporting.

Accounting Supervisor - Northwestern Travel Management, Minneapolis, MN, 1994-1997

- Managed staff accountants and fixed assets management.
- Managed month-end and year-end processing.
- Financial reporting and analysis.
- System support and implementation.
- Employee of the year award 1996.

EDUCATION

Bachelor Of Science – Finance St. Cloud State University, St. Cloud, MN
Emphasis in Mathematics and Business Administration and Management