

deborah hoffman

Canton, OH
djhoffman10@gmail.com - 330-316-3347

Authorized to work in the US for any employer

WORK EXPERIENCE

production inventory reconciler

Arizona Chemical - Dover, OH - November 2010 to Present

Responsibilities

Reconcile prod inv with SAP daily inv. Update excel files such prod hrs , down time. , prod yields and efficiencies, process transfer logs cycle ct and make necessary inv adjustments.

Accomplishments

enabled schedulers to do their jobs.

Skills Used

Research any all invvariances. Make inv adjustments transfer movements. Process and close completed job orders.

production control

union metal - Canton, MI - 1999 to 2008

Responsibilities

Process all work orders schedule parts packed and shipped on time with sales orders. Issue whse and expedite parts for outside sourcing.

production planner

summit Racing - talladge oh - 1994 to 1998

Responsibilities

Time study , expedite parts shipments,

production materials planner

Hercules Engines - Canton, OH - 1977 to 1994

Responsibilities

Time keeping , inventory control , purchasing, schedule shop orders.

clerk book keeper

schuman drugs - N Canton, OH - 1976 to 1977

Responsibilities

Cashier, pharmacy asstnt, book keeper, order , receive, and stock merchandise.

EDUCATION

Diploma in cosmetology and Auto Cad and Excel

Glenoak - Canton, OH
1972 to 1976

