

Stephanie Cokley

Inventory Specialist

Brooklyn, NY

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To obtain a position in a professional office environment where my skills are valued and can benefit the organization.

Authorized to work in the US for any employer

WORK EXPERIENCE

Logistics Specialist

United States Navy - Virginia Beach, VA - June 2013 to Present

2012

Global War on Terrorism Medal

2013 Medal of Good Conduct

Inventory Specialist

Solidoodle - Brooklyn, NY - December 2014 to January 2015

To ensure all products are neatly setup in stored in designated locations.

Specified stock checks on quality of parts needed for completion of production.

Update management on keyed inventory; order pick parts from storerooms dependent on maintenance being performed

To inventory parts used; ensure accuracy of inventory levels

Process inventory including receiving, transfers and discrepancies, defective merchandise and returns

Supply Technician

U.S.N - Virginia Beach, VA - June 2007 to June 2013

Identifying, ordering, stocking and issuing repair parts, clothing and general supplies utilizing the Navy Supply System.

Performed duties associated with hazardous materials management

Purchased supplies and arrange for vendors to ship them whether ;DHL, USPS or FED-EX

Awards and Acknowledgments

EDUCATION

Business

ASA College Brooklyn - Brooklyn, NY