

# Christopher Fos

Oxford, MS 38655

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Authorized to work in the US for any employer

## Work Experience

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### **Inventory Control Manager**

Performance Food Group - Batesville, MS

October 2021 to Present

Same role as inventory control supervisor with more people under my supervision. HACCP certified.

### **Inventory Control Supervisor**

Performance Food Group - Batesville, MS

June 2020 to October 2021

- Responsible for managing inventory staff as related to controlling and maintaining inventory and driver check-in.
- Oversee quality assurance checks of product on hand.
- Oversee recoup on damaged product that is salvageable.
- Responsible for SAP approvals or disputes.
- Followed guidelines for quality management systems.
- Work closely with procurement, sales team, and warehouse to ensure inventory accuracy and customer satisfaction.
- Help manage/lead warehouse team.
- Recall coordinator. Responsible for placing recalled product on hold or destroying and updating files in BellTower Systems.
- Responsible for maintaining records and processes for the inventory side of audits.
- Leader on shrink committee for managing loss of product.
- Maintain accuracy for lost/damaged product with regard to backing it out of inventory.
- Has oversight on returned product so it does not attribute to shrink.

### **Inventory Control Coordinator**

Performance Food Group - Batesville, MS

April 2016 to June 2020

- Responsible for maintaining the accuracy of all inventory and for adjusting inventory in the form of dollar amounts.
- Count included 18,000 slots every three months; completes inventory count every quarter.
- Conduct quality assurance checks as needed.
- Work closely with procurement, sales team, and warehouse to ensure inventory accuracy and customer satisfaction.
- Monitors emails from external buyers and others within PFG.
- Covers for Inventory Supervisor, Quality Control, Driver Check-In during co-worker absences.
- Member of shrink committee team for managing loss of product.

## **Fork Lift Operator**

Performance Food Group - Batesville, MS

July 2014 to April 2016

- Stepped down from supervisor position to pursue work on day shift due to family obligations.
- This was the same position held prior to Night Shift Supervisor.

## **Night Shift Supervisor**

Performance Food Group - Batesville, MS

February 2013 to July 2014

- Supervised night shift shipping department (20+ employees).
- Responsible for pulling, staging, and loading of all product and trucks that left the building (avg. 20 trucks per night).
- Responsible for running invoices and manifests for all drivers that picked up loads.
- Responsible for providing keys to drivers for delivery locations.
- Responsible for the warehouse in whole and the cleanliness of the area.
- Insured all employees that were on met and maintained an acceptable performance level, responsible for corrective actions (including firing) for employees that did not meet acceptable levels.
- Responsible for interviewing new warehouse associates on the night shift.
- Responsible for slotting new product on a nightly basis.
- Responsible for interacting with salesman to make sure orders are accurate.
- Audited orders for accuracy.
- Loaded/unloaded trucks.
- Filled in for selectors when short-handed.
- Responsible for maintaining an acceptable level of mis-picks and truck shortages.
- Member of shrink committee team for managing loss of product.
- Responsible for setting alarms and locking up at the end of shift on Friday nights.

## **Fork Lift Operator**

Performance Food Group - Batesville, MS

May 2012 to February 2013

- Put-aways for receiving with the lift/computer.
- Replenishments for selectors so shelves would be stocked for pulling product.
- Responsible for the cleanliness of warehouse.

## **Receiving/Shipping Warehouse Associate**

DUNLAP & KYLE - Batesville, MS

May 2007 to May 2012

- Reach Truck Driver/Fork Lift Operator.
- Responsible for overseeing a crew who pulled product for trucks (book caller).
- Responsible for putting product away and keeping up with inventory of put-aways.
- Responsible for putting away returns that were sent back to warehouse.
- Pulled product to load on trucks for shipping.
- Loaded trucks for following day shipping.
- Responsible for counting inventory.

## **Receiving for Steel Department**

WHIRLPOOL - Oxford, MS

December 2006 to May 2007

- Loaded/Unloaded steel.
- Stocked steel parts.
- Restocked line.

### **Dock Worker**

WHIRLPOOL - Oxford, MS

May 2006 to December 2006

- Loaded/Unloaded inventory.
- Drove a fork lift.
- Responsible for stocking the dock area.

### **Warehouse Associate**

WHIRLPOOL - Oxford, MS

January 2006 to May 2006

- Received materials for lines to make stovetops.
- Freight runner to restock lines.

## Education

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### **None**

Northwest Community College - Oxford, MS

August 2004 to May 2006

### **High school diploma or GED**

## Skills

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- Highly adaptable to new environments.
- Positions held required little to no supervision; trustworthy.
- Excellent communication skills.
- Certified pallet jack, order picker, and fork lift operator.
- Knowledgeable PC user; as well as Microsoft Office, AS400.
- Inventory Control
- Inventory Clerk
- Shipping Receiving
- Inventory Management
- Reach Truck
- Order Picking
- Warehouse Experience
- Order Picker
- Materials Handling
- RF Scanner
- Logistics
- Merchandising

- Freight Experience
- Management
- Leadership
- Project management
- SAP
- Supply Chain
- Shift Management
- Load & Unload
- Quality Assurance
- Heavy Lifting
- Quality Control
- Warehouse Management
- Warehouse Distribution Experience
- Microsoft Word
- Manufacturing
- Packaging
- Supervising Experience
- Warehouse Supervisor Experience
- Auditing
- Quality Management
- Quality systems (9 years)

## Awards

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### **2019 Finance Employee of the Year**

September 2019

Finance employee of the year for Performance Food Group in Batesville, MS.

## Certifications and Licenses

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### **Certified Forklift Operator**