Joseph Musser

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Efficiency-driven Logistics Specialist with a 15 year track record in intermodal domestic and international transportation, import/export, warehousing and delivery. Critical thinker with an analytical mind and unflagging focus on on-time service. Ready to develop optimized solutions that boost profits in a fast-paced environment.

Willing to relocate: Anywhere
Authorized to work in the US for any employer

Work Experience

Parts Specialist

C&M Motors, Inc. Nationalease of San Diego - Vista, CA
December 2021 to November 2022

Maintain records of all sales and customer transactions and ensure compliance to company guidelines and maintain neat and clean area at all times.
Maintain retail sales floor, manage all displays and ensure optimal level of customer satisfaction and maintain effective controls on all inventory.
Coordinate with internal and external customers and ensure all parts reach within team frame and ensure compliance to all local and federal regulations.
Maintain and update knowledge on all parts and products and design all purchase orders to obtain required parts from vendors.
Administer and maintain records of all warranty parts returned and update computer systems for all special orders and evaluate all orders and track same.
Manage and process all invoices and compare same to all requisitions and evaluate quantity of merchandise received and maintain records of all parts purchased and received.
Collaborate with customers and vendors and maintain inventory for warehouses.
Monitor all parts of stockroom and perform regular cycle count and ensure compliance to all safety regulations and procedures according to employee handbook.
Participate in various training programs to enhance knowledge on all processes.

Key Account Supervisor

Brixton - Oceanside, CA
January 2021 to December 2021

Acquire a thorough understanding of key customer needs and requirements

Expand the relationships with existing customers by continuously proposing solutions that meet their objectives

Ensure the correct products and services are delivered to customers in a timely manner

Serve as the link of communication between key customers and internal teams

Resolve any issues and problems faced by customers and deal with complaints to maintain trust

Play an integral part in generating new sales that will turn into long-lasting relationships

Operations Specialist

Predator Motorsports - Vista, CA
September 2016 to April 2020

Performed monthly reconciliation of open purchasing orders.
Created purchase orders.
Generated weekly, monthly, quarterly and yearly reports on purchasing operations.
Established clear lines of communication between business and clients.
Submitted monthly reports to senior management.
Assessed effectiveness of sales representatives.
Maintained regional stock levels.
Solved diverse supply chain problems in timely manner.
Reviewed and renegotiated key contracts.
Negotiated and finalized contracts.
Maintained productive relationships with vendors.
Monitored logistics for bottlenecks.Took corrective action in the case of accidents and delays to minimize extra expenses.
Presented carrier-performance metrics and monthly costs reports to executive team.
Tracked time spent on assignments each day for productivity reporting.
Tagged all inbound merchandise with receiving date.
Coordinated with freight forwarders to expedite international shipments.
Stacked and transported all overstock to storage areas.
Picked up incoming stock and delivered materials to designated locations.
Managed shipment schedules to maximize productivity and cut costs.
Operated forklifts and other heavy machinery safely.
Oversaw return and exchange processes from customer to supplier.
Verified computations against physical count of stock.
Established long-term customer relationships through prompt and courteous service.
E-mailed suppliers, carriers and customers with shipping updates.
Conducted monthly inventories of materials on the work floor.
Prepared documents for shipment claims submissions.
Moved freight, stock and other materials to and from storage and production areas and loading docks.
Conducted monthly inventories of materials on the work floor.
Received all imported goods and checked product condition and count.
Stocked, staged and transported goods.
Minimized damage and repair costs through careful management and preventative maintenance.
Stacked and transported all overstock to storage areas.
Oversaw return and exchange processes from customer to supplier.
Estimated weights, heights and centers of balance to make precise placements.
Picked up incoming stock and delivered materials to designated locations.
Maintained accurate stock records and schedules.
Received, stored and shipped goods and materials.
Sorted cargo before loading and unloading.

Redirected shipments en route in response to customer requests.
Tracked time spent on assignments each day for productivity reporting.
Assigned shipments to carriers in the centralized database.
Communicated with dispatchers, warehouses and customers regarding outgoing orders.
Verified computations against physical count of stock.
Cleaned and maintained the warehouse in compliance with OSHA safety standards.
Divided cargo received by account Number and intended location.
Trained staff on material handling processes to reduce shipping times.
Used item Numbers to properly stock warehouse.
Unloaded cargo from truck with hand trucks and pallet jacks.
Updated the database with changes in carrier status.
Reported carrier-performance metrics and monthly costs reports to executive team.
Attached identifying tags to containers.
Operated forklifts and other heavy machinery safely.

Inventory Control Supervisor

DJO Global - Vista, CA
June 2015 to September 2016

Responded to customer questions and requests in a prompt and efficient manner.
Completed all daily tasks and special assignments with an efficient and quality-driven approach.
Contacted other store locations to determine merchandise availability.
Fostered a positive work environment by consistently treating all employees and customers with respect and consideration.
Priced merchandise, stocked shelves and took inventory of supplies.
Actively pursued personal learning and development opportunities.
Assigned work to team members based on company needs, personal strengths and job knowledge.
Reviewed files, records and other documents to obtain information and respond to requests.

Logistics Specialist

McCain Manufacturing - Vista, CA
March 2011 to January 2015

Oversaw every phase of supply chain, from purchase orders to delivery to invoicing, targeting 100% end-user satisfaction.
Supervised compliance measures regarding domestic and international tariffs and customs regulations.
Maintained accurate stock records and schedules.
Divided cargo received by account Number and intended location.
Led warehouse improvement initiatives to advance operational efficiencies.
Established long-term customer relationships through prompt and courteous service.
Forecasted manpower requirements based on daily workload and company targets.
Redirected shipments en route in response to customer requests.
Drafted budgets, monitored warehouse costs and reduced expenses when possible.
Picked up incoming stock and delivered materials to designated locations.
Estimated weights, heights and centers of balance to make precise placements.
Picked products for specific routes according to pick sheets.
Enforced the on-time shipment of products to create exceptional customer experiences.
Tracked time spent on assignments each day for productivity reporting.

Education

High school diploma or GED
El Camino High School - Oceanside, CA
2005

Skills

- PURCHASING (3 years)
- SUPPLY CHAIN (5 years)
- INVENTORY (10+ years)
- OPERATIONS (2 years)
- DATABASE (1 year)
- Quickbooks (5 years)
- OEM
- MRP (8 years)
- Procurement
- Logistics (10+ years)
- SAP
- Outlook
- Construction Experience
- Microsoft Excel
- Pricing
- Sourcing
- Forecasting
- ERP Systems
- Computer Networking
- Manufacturing
- Agile
- Project Management
- Team Management
- Management
- Warehouse experience
- Shipping & receiving
- Leadership
- Data entry
- Google Suite
- Warehouse management system
- Oracle
- Microsoft Office

- English
- Forklift
- Purchasing
- Google Suite
- Manufacturing
- Procurement
- Negotiation
- Customer service
- Computer networking
- QuickBooks
- Order fulfillment
- Freight
- Sales
- Supply chain
- Oracle
- SAP
- NetSuite
- Pricing
- Team management
- ERP systems
- Quality assurance
- Forklift
- Load & unload
- Retail sales
- Construction
- Driving
- Project management
- Leadership
- Sourcing

Certifications and Licenses

Forklift Certification

Assessments

Scheduling — Highly Proficient
January 2019

Measures a candidate's ability to cross-reference agendas and itineraries to avoid conflicts when creating schedules.
Full results: Highly Proficient

Construction Safety — Highly Proficient
September 2020

Using safe practices while on a construction site
Full results: [Highly Proficient](#)

Additional Information

Skills

Analytical
Team management
Import/export requirements knowledge
Deadline-driven
Inventory management
Database management
LTL knowledge
Team development
Purchasing
Excellent time management
Safety-conscious
Forecasting
Warehouse and fulfillment
Physically fit and agile
Warehouse and manufacturing operations
Supply chain and resource management
Excellent sense of direction
OSHA requirements knowledge
DOT regulations
Current Forklift Certification
Budget management
Computer-savvy
Proficient in MS Office
Fast learner