

Laurie Andra

INTERNATIONAL LOGISTIC COORDINATOR - GE HEALTHCARE/HYCLONE LABORATORIES, INC

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The majority of my qualifications and experience is in the healthcare/manufacturing business as a logistician. However, at this point of my life I am interested in developing new skills and exploring new interests. I am a quick learner, reliable, responsible and hard-working and I hope that I can be considered for this job.

Authorized to work in the US for any employer

Work Experience

INTERNATIONAL LOGISTIC COORDINATOR

Cytiva/HYCLONE LABORATORIES

March 2006 to July 2020

- Prepare international documents for export (customs invoices, health certificates, certificates of origin, certificates of insurance)
- Work with planners and suppliers for imports of raw materials via air and ocean
- Assure that material imported meets all APHIS, USDA, FDA and customs requirements and regulations
- Coordinate with freight forwarders for scheduling ocean and air exports
- Determine best international ship method for temperature-controlled product
- Work with customers regarding transportation and requirements for customer routed exports
- Submit filings in the Automated Export System
- Work with the USDA regarding health (veterinary) certificate requirements specific to each country to ensure successful export to each country
- Knowledge and understanding of International Trade Compliance
- Manage case management system for logistics related complaints and determine cause and corrective action
- Notary Public for the state of Utah
- Submit freight claims
- Code freight bills for payment and auditing purposes
- IATA and IMO certified
- knowledge of Excel, Word, Oracle and Outlook

LOGISTICS COORDINATOR

GE HEALTHCARE/HYCLONE LABORATORIES, INC

1999 to 2005

- Maintain HyClone inventory in U.S. storage warehouses
- Arrange shipments from U.S storage warehouses to customer
- Assist in exports to various customers
- Prepare international documents for export
- Submit freight claims for shipments via FedEx
- Schedule LTL and FTL shipments

- Schedule and route FTL multi-drop shipments

INVENTORY COORDINATOR

GE HEALTHCARE/HYCLONE LABORATORIES, INC
1998 to 1999

- Performed cycle counts in warehouses
- Assisted in daily shipping functions
- Made boxes for shipping of HyClone product
- Drove truck for picking up product in local warehouses

Education

CERTIFICATION

bridgerland technical college
February 2017

Skills

- EXCEL (10+ years)
- Excellent communication skills (10+ years)
- Oracle (10+ years)
- Word (10+ years)
- Logistics (10+ years)
- Supply Chain (10+ years)
- Microsoft Outlook (10+ years)
- Freight Experience (10+ years)
- Manufacturing (10+ years)
- Quality Inspection (9 years)
- Administrative Experience (10+ years)

Assessments

Scheduling — Highly Proficient

July 2020

Cross-referencing agendas and itineraries to avoid scheduling conflicts

Full results: [Highly Proficient](#)

Manufacturing: Quality Inspection — Highly Proficient

July 2020

Making precise measurements, reading prints, and making pass/fail decisions.

Full results: [Highly Proficient](#)

Typing — Expert

August 2020

Transcribing text using a standard keyboard

Full results: [Expert](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

SKILLS

- Excellent communication skills
- Self-management
- Positive attitude
- Work ethic
- Excel, Word, Box, Oracle

- Ability to work unsupervised
- Take the initiative
- Work under pressure