

# Matthew Davis

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Objective	To advance myself and my career in a logistic or production environment.		
Summary of qualifications	Computer skills include SAP, word processing, spreadsheets, data bases, Citrix, Mapics, internet and familiarity with graphics.  Shipping/Warehousing skills include familiarization with picking, loading, put-away, receiving, control center, air freight, planning and cycle counting. Over 20 years warehouse experience		
Work experience	2009-present	Vestas Blades	Windsor CO
	1997-2009	Carestream Health	Windsor, CO
	1995-1997	Eastman Kodak Company	Rochester, NY
	Team Leader/Supervisor(1999-2007)		
	<ul style="list-style-type: none"><li>▪ Coordinated large and small teams( 5-25 people)</li><li>▪ In charge of shipping ,receiving ,general warehousing, inventory management.</li><li>▪ Made Schedules, Resolved Conflicts, Designed Warehouse</li></ul>		
	Work Flow Coordinator(2007-2009)		
	<ul style="list-style-type: none"><li>▪ Develop and maintain air freight, checking, and picking procedures</li></ul>		
	Shipping Office(2009)		
	<ul style="list-style-type: none"><li>▪ Customer Service, Domestic and International Air Shipments, Containers, and Trailers</li></ul>		
	General Warehouse Functions		
	<ul style="list-style-type: none"><li>▪ Vestas Blades Windsor Team Lead</li><li>▪ Safety Team, Chemical Spill First Responder, First Aid Responder</li><li>▪ Vestas Global Process Instructor Trained colleagues from India plant and assisted them in setting up warehouse and getting everything they needed for startup</li><li>▪ SAP Super User</li><li>▪ Inventory Control/Materials Handling/Cycle Counting</li><li>▪ DOT and IATA Hazardous Material Certified</li></ul>		
Education	1991 - 1995	University of Dayton	Dayton, OH
	Completed junior year towards obtaining a B.S. Degree in Business Management.		
	<ul style="list-style-type: none"><li>▪ Concentration in Marketing and Journalism</li></ul>		
	1987-1991	Churchville Chili Senior High	Churchville, NY

