

# Michael Akande

## Production Control Specialist - Shire Pharmaceuticals

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Over 20 years of experience in shipping, handling, production and quality control, including c-GMP and warehouse expertise. Through my work in Material Management I have developed excellent interpersonal and decision-making skills as well as adaptable and team oriented qualities. Working knowledge of MS Word, Outlook, SAP, ROSS and Lotus Notes are just some of my technological skills and I have demonstrated comprehension of Shipping and Receiving tools including FedEx & UPS software.

Authorized to work in the US for any employer

### WORK EXPERIENCE

#### Production Control Specialist

Shire Pharmaceuticals - Cambridge, MA - 2012 - Present

- Member of the safety committee
- Material receipt and verification
- Plan and coordinate c-GMP material supply throughout the company
- Perform daily inventory spot counts by suite
- Control material expense costs
- Monitor and manage expiration of materials
- Process Manufacturing material requests
- Communicate inventory stock

#### Shipping Coordinator

MIT Lincoln Labs - Lexington, MA - 2011 - 2012

(temporary position)

- Utilized SAP Easy Access to process shipping orders.
- Operated SAP effectively to create shipment orders, output for shipment, and changed any necessary information applicable to the shipment.
- Organized closing of all delivered materials.
- Maintained positive workflow by staying on top of all shipments and deliveries.
- Supervised a partner by delegating all UPS and FedEx pick-ups.

#### Shipping and Receiving Coordinator, GMP Materials

Merrimack Pharmaceuticals, Inc - Cambridge, MA - 2007 - 2011

- Worked with scientists to ship and receive delicate research related organic materials: fetal bovine serum, frozen cells, tissue, protein, plasma & DNA.
- Inspected and received incoming shipments and electronically acknowledged receipt in the Expense Watch Purchasing System.
- Entered packing slip data in Expense Watch to facilitate Finance Department invoice processing.
- Maintained GMP compliance within supply chain and distributed supplies under material control standards.
- Performed physical counts
- Hired, trained, and supervised a Material Handler.

## **Shipping and Receiving Supervisor/Hazardous Material Handler**

Gillette Company - Andover, MA - 1991 - 2007

- Supervised 5 Material Handlers when obtaining and shipping hazardous research-related organic materials.
- Ensured safety regulations were maintained for all incoming and outgoing shipments.
- Educated and assisted customers in hazardous material handling.
- Labeled packages in accordance with IATA dangerous goods regulations.
- Used FedEx and UPS software and equipment to ship, receive and track packages.
- Received, distributed and shipped international and domestic mail and packages.
- Interviewed potential candidates, hired candidates, and conducted training.
- Assisted various departments with needs assessments, e-business implementations and inventory control.

## EDUCATION

### **Certification in Marketing**

University of Ibadan