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MICHAEL BRIGGS

I work best in an environment that utilizes my skills and that pushes to improve me while opening opportunities for growth and knowledge. Nothing makes me happier than the opportunity to learn a business inside and out then step back to see where we can improve. I am very flexible and open to all disciplines of business.

PROFESSIONAL ACHIEVEMENTS

ASSIST IN GLOBAL ERP MIGRATION

- Self-acquired intimate knowledge in Oracle Modules relevant to product data.
- Implement a means of translating previous business needs to new Oracle based business language & functionality.
- Assist in transitioning global inventory item numbering system.

IMPROVE ERP SHIPPING SOFTWARE

- Work closely with IT and Logistics to ensure core functionality.
- Develop macros for specific methods of shipping simplifying user input.
- Determine specific needs and tolerances of each web retailer and how shipping software may accommodate. Communicate details to the direct fulfillment team for more accurate order processing.

INCREASE EFFICIENCY OF DIRECT FULFILLMENT

- Organize picking location, order & priority within business system software.
- Measure, analyze and report actionable items to logistics on product master carton efficiencies in order to save on containers out of production facilities in China.
- Analyze and compare over 300 products and their dimensions to find mean sizes. This reduced the need to carry a large array of shipping carton sizes and receive a better price on the bulk of shipping carton purchases.

REORGANIZE ON SITE STORAGE

- Reorganize point of use chemical storage cabinets based on several criteria related to production, usage and chemical properties such

as acid, base, solvents, oxidizers, refrigerated material etc.

- Keep frequent contact with engineers, procurement and production techs for the purpose of supplying production with the right raw materials and quantities based on production flow and volume as well as communicating those changes in an accurate timely manner.
- Reduce travel time for replenishment by proximally allocating primary and secondary storage space as process change dictates.

SKILLS

- Oracle (Enterprise Resource Planning)
- IBS Enterprise/ASW (Enterprise Resource Planning)
- Matrix One (Product Lifecycle Management)
- Above average Proficiency in Microsoft Excel
- UPS World Ship
- Adobe Acrobat XI Pro
- Project management
- Product development
- Invoicing and physical document filing
- Hazardous Material Handling
- Class B CDL with Haz endorsement
- Cashiering
- Customer service/sales
- Picking packing and shipping
- Warehousing
- Equipment operator: Medium sized wheel loader, Kubota & John Deere tractors, Stand-up & Seated Fork-lift, order picker/man-up as well as various other equipment small and large.
- Production environment safety
- Very mechanically inclined
- Extremely organized & analytical
- Great interpersonal skills
- Self-motivated
- Highly dependable and responsible
- High level work ethic

WORK HISTORY

HAZARDOUS MATERIAL SHIPPER/RECEIVER/HANDLER, BROADCOM, FORT COLLINS CO

8/16-Present

Ship and receive hazardous materials for use in fabrication of wireless semiconductors. Manage inventories and in-house supplies of all chemicals related to production and R&D including the reorganization of areas that pass through into fabrication clean rooms. Coordinate with procurement,

production, and several other teams to manage swift and accurate delivery of material during transitions such as qualifying new material for use in production or critical shortages in supply. Order materials from third party warehouses to maintain on site levels needed for production.

MATERIAL HANDLER, BROADCOM, FORT COLLINS CO

10/15-Present

Handle raw and finished semiconductor wafers into and out of fabrication facilities. Ensure accurate and complete information for shipping/receiving/inventory purposes on all wafers/precious metals and parts associated with production tools. Use Oracle for shipping/receiving/inventory. Receive and deliver Intermediate Bulk Containers of hazardous materials (gas/liquid/solid) for production using forklifts, carts and by hand with appropriate PPE. Conduct business with safety as the first priority and working within a team environment using a high level of communication.

PRODUCT DATA SPECIALIST, THULE GROUP, LONGMONT CO

7/11-7/15

Ensure accurate input of product related data into company ERP. Compile electronic documentation for factory use in production supplier web portal "Pipe Chain". Develop Item Setup Template documents in Excel format to include category selections for Product Managers as well as meet company ERP required list of values and formats. Evaluate factory quotes, pallet configurations, product measurements and assembly instructions for product data accuracy. Provide all departments with detailed product data upon request.

LEAD SHIPPING DIRECT FULFILLMENT, THULE GROUP, LONGMONT CO

11/07-7/11

Process web orders to satisfy online retailer requirements. Communicate with online retailers and in house customer service to resolve any specific customer needs. Organize and prioritize work load for individuals in the department according to ability. Maintain inventory levels through replenishment orders and inventory transfers. Organize and innovate inventory processes and layout. Close interaction with IT to improve and maintain shipping software and processes as well as diagnose problems. Operate warehouse equipment such as forklift and order picker. Helped fulfill record breaking amounts of orders with the team!

WAREHOUSING/SHIPPING, ACES (ANIMAL CARE EQUIPMENT & SERVICES)

8/06-7/07

Customer service, receive stock, pick-pack-ship orders using UPS World

Ship, file/research/invoice accounts, warehouse organization.

HORTICULTURIST

10/01-2/06

Customer service, plant care section leader, maintenance on and operation of equipment such as Kubota loader, John Deere loader, Fork-lift, Club-car.

LANDSCAPING

3/00-9/00

General maintenance on accounts and installation of materials on newly landscaped accounts.

PRODUCTION MYLAR PROCESSING

7/97-12/99

Assist in essential operations and provide materials to Cameron film cutting machine necessary for consistent production on DuPont Spruance Plant site.

PRODUCTION KEVLAR PROCESSING

10/96-6/97

Process Kevlar Aramid pulp for production on DuPont site, keep inventory on all stock and enter data for shipping transmittal, WFLT operator.

CAREGIVER

3/96-9/96

Care for grandmother with bone marrow cancer until deceased.

STOCKER

8/95-12/95

Unload and stock merchandise, customer service, run register.

COOK

8/94-7/95

Prepare pizza, entrées, and mix ingredients for all dishes. Serve and clear tables as well as run register. Be a friendly team player.

EDUCATION

2YR, VCU, RICHMOND VA 2000-2002

COMPUTER SCIENCE

REFERENCES

ANDREA STARCK

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