

What is the Individual Highest level of completed education: **Some College**

Visa status: **US Citizen**

Veteran: **N/A**

Olympia Morris
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Inventory Experience	1.6 years
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Core Qualifications

- SAP
- Microsoft excels
- PH meter
- Tensile and tear machine
- Spreadsheets/exporting
- Shipping and receiving/logistics
- Finance

Lab Tech-Archroma March 2021-Current

Ensuring all chemical products are tested properly according to the standard and all results are recorded. Guaranteeing that all testing is within test specification. Recording Calibration of all machinery. Implementing test data into SAP for record keeping.

Sr Supply Clerk

June 2019-Current

Milliken

Responsible for shipping and receiving in inventory and maintaining a quarterly budget supported by various spreadsheets that must be exported daily to reflect spend. I also order spare parts and protective gear to be distributed to employees as needed. I keep up with machinery that need to be expedited elsewhere for repair by shipping to chosen vendor and is logged and reported by keeping an inventory of what goes out with a Bill of Laden. I make sure that credits are received and issued to the company as needed by contacting vendors.

Senior Expeditor of New Product Development

March 2018-June 2019

Milliken

Responsible for the daily demands of all trials which are implemented within the company. Responsible for creating all instructions and steps through SAP for each department for every trial to give them precise orders for direct supervision in order to prevent less mistakes as possible. Responsible for making sure all samples are taken from every department while all trials are in process and make sure all testing are performed. Works directly with New Product Development managers daily while using SAP and Excel. Responsible for having precise and clear knowledge of every process within the plant in order to make every trial process run efficiently.

Lab Tech**Dec 2011-2017****Milliken**

Test fire retard cloth for durability and longevity in an efficient and fluent lab setting. Document and record all results into SAP and relay all failures to management in order to advise confirmation of retesting.

Inspector**Jan 2010-Nov2011****Milliken- Dover Ga.**

Responsible for detecting shade variations. Removing all damages in cloth, rips, holes, stains, and any defects. Accurate with maps, EVS, and SAP. Minor knowledge of mechanical malfunctions and repairs

Vinyl Welder**July 2001-March2004****2007 Metal Industries- Millen Ga.**

Responsible for welding the bottom sash of windows together. Job duties required to cut vinyl pieces and place in 4 pt. welder w/ 4 heated sides. Places in cleaner machine that cut excess of the vinyl bottom sash.

Education**Ogeechee Tech -Computer Information Specialist****East Georgia Tech– Criminal Justice****Jenkins Co. High School****Skills**

Professional skilled individual w/ advanced technical services skills and New Product Development skills. Proficient w/ SAP and Microsoft office, word, and excel skills. Strong ability to excite based on strategic objectives. Ability to work in diverse settings and work in various departments. Fast learner and a team player.