

Paul Croteau

Commodity Manager

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To secure a challenging supply chain management position with a dynamic and exciting organization where my business knowledge, experience and skills will contribute towards the growth and success of the organization. Authorized to work in the US for any employer

WORK EXPERIENCE

Commodity Manager

AVID - Burlington, MA - April 2005 to July 2012

Responsible for Contract negotiations, Supplier selection, Commodity strategies, and Quarterly Business Reviews

- Managed \$30M Commodity package including Work Stations, Servers and Storage Products
- Managed cost reduction program achieving 5% (\$1.5M) annual cost reduction
- Reduced Supply base by 50%
- Implemented Vendor Managed Inventory Program
- Implemented Direct Order Fulfillment Program
- Maintained Inventory turns of 12-15 worldwide
- Consolidated and summarized worldwide forecast

Materials Manager

Media 100 Inc - Marlborough, MA - February 1997 to April 2005

Responsible for all aspects of Scheduling, Planning and Procurement.

- Reduced product cost 20% within first year
- Consistently had 12+ Inventory turns
- Implemented Consigned Inventory store
- Inventory Management (Costs, Inventory turns, Supply Chain Management, VMI programs)
- Planning (Forecasting, Master Production Schedule)
- Procurement (Production, Indirect spend, Negotiating contracts)

Senior Buyer

Mack Technologies Inc - Westford, MA - April 1996 to February 1997

Responsible for planning and procuring all electro/mechanical commodities to support specified customers

- PCB assemblies, Cable assemblies, Plastics, Sheet metal
- Member of ISO procedure team

Quote Team Leader

I2 Technology Inc - Bedford, MA - July 1993 to April 1996

Responsible for effectively and efficiently quoting

- I2 Technologies expanding Contract Manufacturing Business
- Accountable for selection and evaluation of supplier base
- Managed and negotiated various commodities
- Continually measured supplier performance

- Coordinated and corresponded with sales on a daily basis

Material Acquisition Specialist

WANG Laboratories Inc - Lowell, MA - March 1982 to July 1993

Demonstrated contributions in Purchasing / Manufacturing Operations

- Achieved progressively responsible assignments including:
- Procurement
- Planning various electrical commodities
- Managed a \$6M Semiconductor commodity
- Negotiated worldwide contracts
- Active contributor in Supplier Quality Program
- Developed and implemented Just in Time stocking program

EDUCATION

Lowell High School

1973 to 1977

ADDITIONAL INFORMATION

Overview: High performing, energetic, results focused leader with over 30 years of experience in operations, inventory management, and supply chain management with excellent negotiation and communication skills.

Expertise: Well-developed business and supply chain understanding attained through diverse assignments in operations, procurement, and planning at both management and individual contributor levels.

Results-Oriented: Proven track record utilizing my experience, knowledge and a fact-based, process-oriented approach towards reaching aggressive goals in support of cost, profit, service, and organizational objectives.

SKILLS

- Utilize quality improvement methodologies and practices in business operations and problem solving.
- Excellent computer skills (MS Word, Excel, PowerPoint, e-mail, experience using SAP, Oracle and other ERP applications)
- Multi-task oriented and a team player.
- Establishes priorities, set goals and meets deadlines, and adapts quickly to change.
- Excellent communication and interpersonal skill set.