

DOUGLAS BRUNSON

Boulder, CO 80301 | brunsondoug@gmail.com

SUMMARY

Highly motivated and results-oriented individual with math background, computer skills and warehouse and manufacturing experience. Experience verifying receiving, picking and stowing materials, using ERP systems and tracking work orders and correcting inventory errors. Interested in supply chain career and currently pursuing CPIM.

SKILLS

- ERP systems: SAP MRP and MM, JDE Edwards
- Microsoft Office, including Excel, PowerPoint, Word, Outlook, Power BI and Power Query
- Excellent communication (Teams, Zoom and Outlook)
- Stand-up and Sit-down forklift operation; use of pallet jacks

EDUCATION AND TRAINING

Google Data Analytics Professional Certificate

Google | October 2023

Bachelor of Science: Applied Mathematics

University of New Mexico | Albuquerque, NM | May 2017

RELEVANT EXPERIENCE

Interior Remodeling

Twin Lakes Inn of Boulder | Gunbarrel, CO | 11/2025 – 04/2026

- Worked on a crew, performing tasks including flooring, drywall patching, tiling, cutting ceiling tiles, painting, setting crown moulding and baseboards. Developed hands-on skills.

Material Handler

Trelleborg Sealing Solutions | Louisville, CO | 03/2025 – 11/2025

- Use of JDE Edwards for transactions including material transfers, issues and adjustments in make-to-order manufacturing environment; worked with high-value materials
- Regular cycle counting
- Created software in VBA for helping team.
- Extensive use of Excel for customizing reports from JDE.

Materials Expediter

Leanin' Tree | Boulder, CO | 02/2022 – 10/2024

- Ensured integrity of ERP system by resolving inventory discrepancies and performing cycle counts.
- Corrected inventory errors by problem solving with SAP table queries.
- Performed data entry in material master for new and substitute parts.
- Processed expedite reports as needed to prioritize production jobs and handle stockouts.
- Tracked inventory; created and corrected production orders

Temporary Employee

Resource MFG – ZF | Marshall, IL | 01/2021 – 02/2022

- OtterBox (1-2 months): Worked in fast-faced packaging line boxing products.
- Excelitas (2 months): Worked in CNC polishing group. Responsibilities included setting up tooling for polishing various lenses for optical equipment, operating CNC equipment, recording machine cycles, careful measurement of lens characteristics. Objective was to bring each lens into required specs. Use of microscope and optical equipment, cleaning of optical parts.
- Leanin' Tree (9 months): Printing, sorting and distributing pick tickets, data entry of customer mail orders.

Teaching Assistant

CU Boulder | Boulder, CO | 08/2018 – 12/2020

- Details supplied upon request due to space constraints.

Technical Intern

Sandia National Labs | Albuquerque, NM | 03/2014 – 08/2017

- Details supplied upon request due to space constraints.