

Matt Sandau

Longmont, CO 80501 | +1 303-709-8970 | matthewjsandau4_tt7@indeedemail.com

Willing to relocate to: Longmont, CO

Work Experience

Inventory Control and Compliance Specialist

Quality Bicycle Products GBC / QBP | Broomfield, CO

November 2023 to December 2024

Responsible for managing distribution center inventory. Experience with SAP, High Jump, JIRA , and Jasper. Verified and imported shipments and ASNs. Also responsible for cycle counts, cycle count checks, and bin checks from ticketing system. Resolving vendor compliance issues.

IT Support Technician I

Quality Bicycle Products | Broomfield, CO

September 2021 to August 2023

Maintain distribution center equipment (RF scanning devices, printers, NUCs at employee kiosks). Hardware set up of laptop/desktop Windows and Mac systems. Resolving JIRA IT Support tickets for users at local DC as well as users at other DCs or remote offices either in person or over Microsoft Teams. Experience with ADUC, Azure AD, Fresh Service, Jamf, COBOT implementation Packsize (Packnet implementation and packnet.dim), TeamViewer, JIRA, SAP, MS365 Admin, Last Pass, SAP, Apple OS, Windows, Cisco Any Connect, VoIP management (Genesys), Android OS, Exchange admin, and MS Office suite. As well as implementing an entirely new network to help facilitate a distribution center move.

Inventory Control Specialist

Quality Bicycle Products | Aurora, CO

January 2019 to September 2021

Managed distribution center inventory. Experience with SAP, High Jump, JIRA , and Jasper. Verified and imported shipments and ASNs. Also responsible for cycle counts, cycle count checks, and bin checks from ticketing system.

IT Support Assistant

Quality Bicycle Products | Aurora, CO

August 2018 to September 2021

Worked remotely with the IT Support team 8 hours per week as the remote site support. Duties included creating JIRA support tickets for distribution center IT issues and then resolving tickets by following the guidance from the Support Technicians. Maintained and supported over 50 RF devices, 10 mobile printers, 2 shipping stations, and many other ribbon, laser, and direct thermal printers. Installing or replacing network equipment.

DC Pro

Quality Bicycle Products | Aurora, CO

June 2018 to January 2019

Picking, packing, and shipping out customer orders. Item replenishment and also inbound receiving. Forklift certified on 3 different types of forklifts.

Account Manager

LaborMAX Staffing | Westminster, CO

June 2014 to January 2018

Dispatch, payroll, sales (cold call & generated leads), e Verify, Talx screening for WOTC compliance, and human resources.

EDI Coordinator

Nite Ize | Boulder, CO

July 2004 to May 2013

Downloading of 850 documents, provided a twice daily overview of EDI sales documents. Manual corrections of 810 invoices and 856 ASNs as needed. Provided quality customer service via email and phone to a customer base of retail distribution centers. Played an integral role in decision making for the department.

Education

General (Diploma)

GED.com | Remote

Upper secondary education

Skills

Materials handling Hospitality Voltmeter Visio SAP Warehouse Management IT Support
Electrical soldering Appointment scheduling Commercial driving Delivery driving Calipers
SharePoint Logistics Process improvement IP networking Soldering PowerShell
Operating Systems Flagging for traffic control Microsoft Word Load & unload
Technical Support Inventory records Computer Networking Physiology knowledge Power BI
Cash handling Freight Order fulfillment Computer literacy Microsoft Outlook
Attention to detail SAP Food handling User support Warehouse management Teamwork
Identity & access management Receiving shipments
Random inventory counts for inventory management Food service Reach truck Manual transmission
Scripting Customer support Inventory data entry Courier Management EDI
Surface mount technology Electrical experience Quality inspection Merchandising
Time management FIFO TCP Multi-line phone systems Plastics injection molding Cash register
Inventory control Shipping & receiving Network administration Minivan driving
Employment & labor law Food industry Manufacturing facility
Cycle counting inventory management Network support Stock organizing System administration
Equipment troubleshooting IT Supply chain Math Retail sales Retail math Data collection
Critical thinking Intune Problem solving Construction Desktop Support Manual handling
10 key typing Warehouse management system Manufacturing Writing skills Organizational skills
SAP Finance & Controlling Continuous improvement Shift management
Microsoft Windows Server iOS Help Desk Remote Access Software Traffic control safety protocols
Technical Proficiency Google Workspace Van driver Carrying Picking & packing
Box truck Manufacturing company experience Active Directory Delivery driver experience
Account Management Supervising experience LAN Heavy lifting SQL
Warehouse supervisor experience VMWare Cabling PCB Laptop (troubleshooting support)
Assembly Firewall Quality control Computer hardware Restaurant experience CRM software
Schematics Microsoft Intune ISO 9001 Growing experience Phone triage Pallet jack
Mobile devices Skiing Anatomy knowledge Working on construction projects
Disaster recovery Basic math Hand tools Typing POS ERP systems Microsoft Powerpoint
Computer skills Power tools Administrative experience Technical writing Grocery store
Order shipping Sports Mechanical knowledge Office experience Low voltage
Customer relationship management Databases Physical inventory counts for inventory management
Telecommunication Remote technical support Electric pallet jack Order picker

Languages

English

Certifications and Licenses

Driver's License

Non-CDL Class C

Pallet Jack Certification

Forklift Certification

Additional Information

Authorized to work in the US for any employer

1 year of Telecommunications Service Technician training at Boulder County Vocational School

CDOT medical certification card.

Doordash and Uber Eats delivery experience.

Colorado MED badge holder (valid until 1/8/27).