

**RICHARD MCKENNEY**  
**1103 Balmora Street**  
**Lafayette, CO 80026**  
**(303) 661-0568**  
**Email: [benson.003@live.com](mailto:benson.003@live.com)**

### **EXPERIENCE**

I have excellent and thorough knowledge in all areas of manufacturing which includes planning, inventory, receiving, purchasing, shop floor scheduling, work order control, material handling, expediting, shipping. I have worked in several different types of environments and I can familiarize myself with any type of product, I will and can be a valuable asset to your company.

### **EMPLOYMENT**

#### **Droplet Measurement Technologies, Longmont CO**

##### **Inventory Coordinator**

- Responsible for receiving of all incoming material.
- Responsible for inspection of all incoming material.
- Responsible for all inventory control issues.
- Setting up and controlling Kanban inventory system.
- Tracking Shortages.
- Scheduling & releasing of work orders.
- Daily cycle counts.
- Good working knowledge of shipping.
- Good working knowledge Excel, Outlook, Word
- Keeping the lines of communication with management, customers, vendors, and co-workers.

#### **Spirax Sarco, Longmont CO**

##### **Material Handler**

- Responsible for receiving of all incoming material.
- Responsible for inspection of all incoming material.
- Excellent working knowledge of "Oracle/JD-Edwards (E1) software.
- Responsible for all inventory control issues.
- Responsible for receiving of all incoming material.
- Good working knowledge of UPS/Federal Express/DHL online shipping software.
- Responsible for shipping all domestic and international orders.
- Setting up and controlling Kanban inventory system.
- Scheduling of work orders for sub assemblies
- Tracking Shortages.
- Assembling of all sub assemblies ( which includes cables, conduit assy's, flow tubes, hydro flows, and soldering.
- Keeping the lines of communication with management, customers, vendors, and co-workers.

#### **Sun Microsystems, Louisville CO**

##### **Materials Coordinator:**

- Responsible for purchasing of computer parts such as system boards, hard drives, printers, monitors, memory, dvd writers, mice, and keyboards, and other various computer equipment.
- Coordinating with external vendors to establish the best prices possible and making sure all parts and materials are in on time to meet production schedules.
- Cycle counts done on a daily basis to keep inventory as accurate as possible.

- Responsible for processing warranty claims on a daily basis.
- Responsible for processing labor reimbursements on a daily basis.
- Responsible for movement of parts to various departments within the company.
- Coordinating with other departments and vendors to follow up on all part shortages.
- Responsible for all parts being received into inventory.
- Responsible for all parts being shipped to customers and vendors.
- Generating all necessary paperwork for daily shipments.
- Verify all orders and record all shipping and receiving information into the computer.
- Keeping the lines of communication open with management, customers, vendors, and co-workers.
- Responsible for recording amounts of materials or items received or distributed.
- Having to verify incoming and outgoing shipments.
- Handling and disposition of materials or items and keeping of warehouse inventory.

### **Storage Technology Corporation, Louisville CO**

#### **Materials Coordinator:**

- Responsible for purchasing of computer parts such as system boards, hard drives, printers, monitors, memory, dvd writers, mice, keyboards, and other various computer equipment.
- Coordinating with external vendors to establish the best prices possible and making sure all parts and materials are in on time to meet production schedules.
- Cycle counts done on a daily basis to keep inventory as accurate as possible.
- Processing all warranty claims on a daily basis.
- Processing all labor reimbursements on a daily basis.
- Responsible for movement of parts to various departments within the company.
- Coordinating with other departments and vendors to follow up on all part shortages.
- Responsible for all parts being received into inventory.
- Responsible for all parts being shipped to customers and vendors.
- Generating all necessary paperwork for daily shipments.
- Verify all orders and record all shipping and receiving information into the computer.
- Keeping the lines of communication open with management, customers, vendors, and co-workers.
- Responsible for recording amounts of materials or items received or distributed.
- Having to verify incoming and outgoing shipments.
- Handling and disposition of materials or items and keeping of warehouse inventory.

### **Amperif Corporation, Chatsworth CA**

#### **Material/Production Planner**

- Responsible for planning of all parts such as printed circuit boards, cable assemblies, fabricated parts, and all electronic components through the use of manual and system generated MRP process.
- Scheduling of all internal and external kits to be pulled per MRP requirements.
- Reviewing bills of material to determine what parts are needed and if the parts need to be purchased.
- Reviewing blueprints to determine what raw material is needed and if it needs to be purchased.
- Coordinating with other planners and buyers on all part and material shortages internally and externally.
- Responsible for coordinating all shop floor scheduling of cable assemblies, and fabricated parts made by machine shop and vendors.
- Processing defective parts through the MRB process.

- Coordinating with engineering to have their parts fabricated or purchased for their R&D runs.
- Responsible for movement of parts to various departments within the company.
- Keeping the lines of communication open with management, customers, vendors, and co-workers.

**Education:**

Thousand Oaks High School  
Thousand Oaks, California  
(Graduated)

NRI Schools  
Lafayette, Colorado  
PC Repair (Graduated)