

# STEPHEN KOBRYN

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## EXPERIENCE

**EDUCATION:** PARSIPPANY HILLS HS, NEW JERSEY  
MORRIS COUNTY COLLEGE, RANDOLPH, NEW JERSEY  
\*Business and Computer Science

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October 2020-  
March 2021  
(Non-Work-  
Related Injury)

***Inventory Control Specialist, Ashley Distribution Center, Fredericksburg, VA***

\*Cycle counted \*Assisted with inventory location and reconciliation  
\*Assisted with the management of inventory in additional warehouse

May 2019-  
April 2020  
(Furloughed)

***Inventory Control Specialist, International Gourmet Foods, Springfield, VA***

\*Cycle counted \*Researched inventory discrepancies  
\*Adjusted and posted all inventory counts to maintain inventory accuracy  
\*Researched and maintained expiration date log \*Entered warehouse damages and post

August 2018  
May 2019

***Material Coordinator, Design Ready Controls., Richmond, VA***

\*Built and Issued kits, or individual parts in support of program and manufacturing material requirements \*Cycle counted \* Periodically checked shortages for all kits on the manufacturing floor via RF gun

June 2016-  
July 2018

***Receiving / Inventory Associate, Germaine Systems, Inc., Chantilly, VA***

\*Receive parts through Epicor System \*Move parts to inspection \*Label parts with bin location \*Move all parts to proper locations in Inventory Cage \*Communicate with Purchasing and Accounting for all PO discrepancies

Oct -July \*Reorganize entire Inventory Cage Area: bin location audits, relabeling each bin, cycle counting, staging orders for the manufacturing floor, reviewing cycle counting procedures to make recommended improvements

Oct 2013-  
Dec 2015

***Shipping/Receiving Specialist, Printpack Inc., Fredericksburg, VA***

\*Receive and load trucks \*Pull material for out-going orders \*Cycle count \*Receive raw materials through Prism  
\*Use RF Scanners to scan pallets to proper locations

Aug 2011 –  
Oct 2013

***Warehouse Logistics Professional, Core Federal Inc. (sub-contractor for SAIC), Falls Church, VA***

\*Used established procurement procedures to manage the shipment of equipment supporting field installations for Brac Milcon and ARNG \*Gathered and staged materials for shipment \*Prepared shipping documents via Fed-Ex software \*Tracked property transfers from field to warehouse and back to the field \*Emailed field locations arrival information of materials shipped \*Conducted annual inventory and any other reporting requirements

July 2007 –  
July 2011

***Inventory Specialist, US Food Services Inc., Manassas, VA***

\*Repacked and billed out all damaged products in warehouse \*Cycle counted \*Maintained “suspense report” and “alert report” \*Reconciled all expiration dates \*Communicated with Purchasing department daily \*Responsible for inventory transfers \*All other inventory-related issues

Dec 2005 –  
July 2007

***Inventory Control Coordinator, MAPEI Corporation, Fredericksburg, VA***

\*Cycle counted \*Monitored quality-controlled inventory \*Transferred stock as needed via sit-down forklift  
\*Reconciled all inventory discrepancies \*Entered damaged materials into computer system \*Assisted Customer Service department with product availability for customers \*Received and loaded trucks