

# JACK J. BOOTE, III

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## **American Carton & PolyBag**

Distribution Supervisor – Eagan, MN November 2018- Present

- Responsible for the daily output of completed job orders and pulled from stock orders as well as all warehouse functions. Oversee receiving, picking, packing and loading of completed high volume orders. Work with upper management to resolve customer issues.

## **Factory Motor Parts**

Inventory Control Manager – Saint Paul, MN January 2018 – November 2018

- Responsible for the execution of daily and monthly inventory counts via Traverse. Duties include the reconciliation of various raw materials for production, incorporation of designated locations for production materials, daily receiving of raw materials, and production back up when required.

## **Lyman Roofing and Siding**

Shipping Supervisor – Saint Louis Park, MN August 2017 – December 2017

- Responsible for the execution and distribution of high volume sales in a fast paced environment. Duties include overseeing delivery fleet, handling of capacity constraints, FMCA regulations in accordance with company policies, and maintaining customer relations to ensure repeated business.

## **US Foods**

Warehouse Supervisor – Plymouth, MN September 2016 – August 2017

- Responsible for the workflow and direction of personnel within 3 departments and working with transportation to solve logistical issues. Experience within a unionized environment. Proficient use of JDA production application in conjunction with TANDEM. Hiring, coaching and disciplinary/corrective action plans administered to employees.

## **Americold:**

Warehouse Supervisor – Saint Paul, MN July 2015-May 2016

- Responsible for the direction of all daily work flow related to receiving, loading/unloading of various carriers, inventory control, and the promotion of a safe work environment. Experience within a unionized environment. Ensure metrics related to Red Prairie and 5S are adhered too. Perform coaching in areas such as receiving, loading, list picking, putting away and pallet selection. Responsible for handling disciplinary/corrective action plans for employees via one on one or team meetings.

## **Schwan Food Company:**

Warehouse Manager - Saint Paul, MN July 2013-July 2015

- Recorded and maintain a schedule of daily routes, inventory reports, truck maintenance schedule, and flowcharts for product statistical analysis. Worked with 3<sup>rd</sup> party facility staff to account for product received on inbound and outbound semis. Work with 3rd Party vendor in regards to loading/unloading of SCB trucks, management of miss picks, damaged product handling, monthly cycle counting and physical inventory.

Customer Sales Distributor - Saint Paul, MN May 2012-July 2013

- Responsible for executing the sale and delivery of products at customer store level within assigned route in a timely and safe manner to achieve maximum sales and customer profitability. Distributed and delivered products to existing customers and worked to resolve incorrect customer orders at point of contact.

Customer Service Representative – Saint Paul, MN December 2010-May 2012

- Maintained superb vendor relations with product levels, back stock, and promotional dates. Implemented corporate initiatives by creating in-store or ad promotions with knowledge of merchandise.

Assistant Warehouse Manager - Plymouth, MN January 2007-December 2010

- Conducted product rotation, records control, and inventory management. Coordinated delivery times with timeliness and efficiency by issuing proper accurate shipping instructions and route information. Trained new personnel & supervised workers in receiving, storing, and shipping. Planned and implemented safety and security programs. Inspected the physical conditions of warehouse areas, vehicle fleet, and equipment & communicated maintenance and repair needs. Experienced in operation programs such as inventory management; logistics, and analytical programs.

## **Education:**

Minnesota State University - Mankato, MN - December 2004

- Bachelor of Science in Sociology - Major GPA: 3.2

Saint Paul College - Saint Paul, MN - December 2013

- AAS Supply Chain Logistics - Major GPA: 4.0

**Skills and Certifications:**

- Knowledge of POWER, Red Prairie, COGNOS, SAP, JDA, TANDEM, ECSPRO, Catalyst, Traverse, and ShipStore

## Professional References

**Scott Smothers**

Area Sales Manager  
Schwan Food Company  
Saint Paul, MN  
(612) 363-4211

**Greg Flaata**

Area Distribution Manager  
Schwan Food Company  
Saint Paul, MN  
(763) 232-7288

**Mike Pfeffer**

Facility Operations Manager  
Schwan Food Company  
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(847) 630-6165

**Scott Holk**

General Manager  
Americold  
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**Dell Carroll**

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