

Joseph Kmack

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Summary Skill Sets

Senior inventory control analyst, BA Business Management degree, Forklift certified, and 15+ years' experience logistical, warehousing, delivery coordination, and shipping and receiving. code dating, resolving discrepancies involving inventory mark-outs and shrink rthrough WMS-SQL software targeted for most accurate inventory.

Computer/Skills and training(s)

- MS Office (Word, PowerPoint, Excel, Outlook)
- forklift operator certified until June 2024.
- Utilized ERP, WMS, and SQL software effectively
Skilled in warehouse logistics in several industries, proper methods of operation, and how to safely and functionaly work
- Sorting and prioritize materials for material planning.
- Keeping records and update internal and external logs, forms, and documentation
- Experience in production, warehousing, delivery logistical coordination, receiving and shipping, and picking and packing
- Quality control inspection.

Education/Training and Certifications: Bachelor's in Business Management
Bridgewater State University, 2010

Chronological History:

Homans Associates, January 2022-present

Warehouse Manager, operations

- Manage day to day warehousing operations for all areas logistically and internal
- Creating and overseeing routing and delivery coordination from DC to other job sites and other stores/warehouses alike
- Accountable for 5 delivery trucks and second runs each day
- Research and reconcile differences and discrepancies ea day
- Conduct and complete all Shipping and receiving, daily transfers, picked orders and quality audits ea day.

Altium packaging. 2021-January 2022

Utility supervisor, warehouse

- Provide support throughout warehouse including restocking stations, watching machines, covering breaks, loading trailers, submitting paperwork to management, communicating throughout departments regarding quality specs, arising issues and resolutions daily.
- Check machine spec and perform logout reports if necessary
- Perform quality audits on all product passed thru production lines before packaging and loading.
- Complete work station audits for 5s compliance by conducting production line walks on a daily basis.
- Calculate all station production numbers and record on production line walk end.

Senior Warehouse Inventory Control Clerk | Ahold Stop and Shop DC | March 2015 to June 2019

- Ensuring correct inventory cycle counts throughout all inventory including code dates and perishable submitted daily.
- Fix/resolve discrepancies, mark-outs and shrink using WMS-SQL software targeted for most accurate inventory.
- Creating end of day reports and numbers for Inventory manager
- Inventory accuracy kept above 97% monthly.
- Receiving and Shipping audits for union laborers, and management while reconciling errors accordingly.
- Created and submitted code dates reports to Inventory control management, quality control to work toward optimal numbers
- Inspect and audit finished orders

Warehouse Supervisor/ACE technician | Paul's TV | August 2011 to February 2015

- Communicating daily among stores, salesmen, warehouse dc managers, DC, customers, and ACE technicians to ensure correct product material, facilitation of damaged product and RMA data, logistical coordination among technician and product installs, and customer expectations
- Organizing morning transfers, pick orders, receiving product, and submitting paperwork for proper levels of raw material inventory and AV equipment.
- Forklift and other heavy equipment operation and certifications.
- Cross dock-distribution
- Picking, receiving and shipping stock using WMS.

Inventory Control Manager, Audio Video Designs | June 2005 to September 2009

- Accountable for inventory counts, delivery coordination, losses and damaged product costs
- Submit numbers for shrink logs to purchasing manager for processing and internal.
- shipping and receiving and (FedEx, UPS)
- Project management work for help planning among purchasing team, technicians, and salesmen.

- Submit a Weekly Bill of Material (BOM) for warehouse purchasing replenishment, shrink resolution, and on-time deliveries.
- Create and fill pick order sheets, delivery routes, job requisitions among technicians

Stock Assistant | General Dynamics C4 Systems | 2002 to June 2005

- Operate all warehouse equipment including forklifts, reach trucks and cherry pickers to pick, ship, and receive inventory product safely and effectively
- Prepared pick tickets and transfers necessary for each job site from start to finish within time constraints