

KAREN WINTERS

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Supply Chain Management

EDUCATION

Harper College, Palatine, IL August 20xx to Present
Pursuing Associate in Applied Science: Advanced Manufacturing Technology Degree
Supply Chain Management

RELEVANT COURSEWORK

Supply Chain Management	Production Control	Advanced Planning and Integration
Inventory Management	Demand Planning	Manufacturing and Safety
Transportation	Warehouse Operations	Procurement

EXPERIENCE

Network Services Company, Schaumburg, IL April 20xx to Present

Intern

- Collect, analyze, evaluate, and report data in order to increase value chain efficiencies
- Maintain multiple databases and design new reports as needed
- Assist Senior Buyer and Materials Area Manager throughout the duration to understand the workings of supplier management
- Create purchase requests
- Monitor and expedited deliveries

Petco, Mount Prospect, IL June 20xx to March 20xx

Sales Associate

- Provided quick and courteous service to all guests and their pets, by determining their needs
- Maintained knowledge of all new products and services
- Ensured the health and well-being of animals by providing the correct care in accordance with the established company standards, policies and procedures

VOLUNTEER WORK

Schaumburg Park District, Schaumburg, IL May 20xx to Present

Campground Building Restoration Project

- Assist in restoration of campground's cottages and public buildings by painting, replacing rotted wood and fixing broken windows
- Inventory roofing and siding materials to ensure enough material available to complete project