

RALPH VAN BERGEN, JR

Cell (562) 761-0525

<http://www.linkedin.com/pub/ralph-van-bergen-jr/13/b45/50a>

<mailto:vanbergenjr@msn.com>

JOB OBJECTIVE

Inventory Control Specialist

SUMMARY OF QUALIFICATIONS

- APICS methodologies experience
- Highly organized, efficient multitasking and ensures quality customer service
- Supervision/Lead position experience, assertive, ethical and mature approach
- Fortune 500 company experience of 20+ years in all operations of material management
- Computer programs: Microsoft Excel, Word, Outlook
- WMS and ERP experience
- Forklift certified

PROFFESIONAL EXPERIENCE

Snap-on Specialty Tools

City of Industry, CA

Aug 2010-Feb 2012

INVENTORY CONTROL SPECIALIST

Cycle Count Program/ goal to achieve 95% inventory accuracy

- Development of tactics.
- Development of tools for tracking orders, analysis of variances, reconciling variances, analysis of root cause of variances, and determination of corrective action.
- Integration without compromising efficiency of existing operations.
- Administration and utilization of resources.
- Interface with department corrective action directed to.
- Documentation of root cause analysis/corrective action
- Summary of root cause
- Extracted process improvements that were implemented and utilized for the development of tactics to obtain goal of 95% inventory accuracy

Analysis of backlog report

- Monitored report to audit past due sales orders and generated picking tickets accordingly. Interfaced with warehouse the flow of sales orders for fulfillment in a timely manner. Generated sales orders requested from other departments as well.

Physical inventory

- Responsible for physical inventory inquiries. Directed daily inquires and processed system inventory adjustments as necessary. Followed up with root cause analysis/action/documentation. Documentation was forwarded to management for process improvement considerations. Contributed to planning and execution of annual physical inventory.

Analysis of receipt exception report

- Audited inventory in receipt status. Monitored this status in system with actual external status and directed action to appropriate department for execution. Followed up with root cause analysis/action/documentation. Documentation was forwarded to management for process improvement considerations. Was successful in meeting expectations of inventory on report not to exceed 1 week.

LISI Aerospace

City of Industry CA

Jan 2010-August 2010

AppleOne Employment Services (temporary assignment)

INVENTORY CONTROL SPECIALIST

- Physical recording of cycle count orders
- Contributed to process improvement in profiling of stockroom.
- Processing inventory replenishment to stockroom of purchased and shop floor receipt items
- Physical replenishment and processed put away activity in system.
- Sales order fulfillment
- Order fulfillment and processed shipping functions

3 PL, Global

Santa Ana CA

Jan 2009-May 2009

INVENTORY CONTROL SPECIALIST

- Project management team member
- Contributed to the management of third party logistics services of a new client.
- The project had an 80,000 square foot facility to service this client.
- Given my extensive background in materials management in a distribution center of finished goods, I was able to add value to this project.
- Coordinated materials management
- Was responsible for efficiency of storage facility of new client.
- Physical inventory
- Was responsible for physical count inquiries and investigation of variances

OfficeMax

Garden Grove CA

Jan 1984-Nov 2008

SENIOR DISTRIBUTION SPECIALIST

Supervision

I have Supervision/Lead position experience. I am assertive in this position. I practice an ethical and mature approach. I will not tolerate behavior or processes that compromise value added to an organization. I practice constructive criticism and recognize accomplishments. I strive to possess a positive attitude and to develop this as the norm of the culture. I encourage a culture of teamwork, and relentless contributions of process improvements. I am successful at efficient utilization of resources.

Inventory control

- Administered cycle count orders.
- Monitored entry of these orders.
- Analysis of receipt exception report and execute required actions.
- Utilized min/max reports for layout purposes.
- Managed profiling locations of new and expanding product.

Inbound Logistics

- Scheduled common carrier delivery appointments
- Coordinated Union-Pacific Railway inbound logistics.
- Monitored delivery documents and generating purchase order documents required for receipt process.
- Monitored processing of receipts into system.
- Monitored replenishment of bulk and bin items.

Warehouse administration support

- Monitored daily information from various departments for entry in system that supports metrics.
- Employee time card management

Disposition

- Supported supplier return policies, relations, and processes.

Reverse logistics

- Monitored customer returns. Ensured efficient processing in a timely manner.

Outbound logistics

- Monitored all operations of order fulfillment.
- Interface with transportation Supervisor

Safety

- Active safety committee member.

PROFESSIONAL SKILLS

- Microsoft Excel, Word, Outlook
- Project management
- Supervision
- Excellent oral and written communication
- Fortune 500 company acumen
- IBM™ Oracle warehouse management system
- INFOR™ enterprise resource planning
- Forklift certified
- Efficient management of human resources
- RFS/bar code application
- Safety committee member
- Literate in writing work instructions, procedure manual, documentations, etc.

EDUCATION, TRAINING, CERTIFICATIONS

- APICS, BASICS OF SUPPLY CHAIN MANAGEMENT, Certificate of Completion, Dec 2011
- First Aid/CPR certification, Snap-on sponsored, 2011
- Business Management 101, Rio Hondo College, session completed, May 2010
- Computer Information Technology, Rio Hondo College, session completed, May 2010
- Microsoft Excel '03, Norwalk/La Mirada Adult School, Certificate of Completion, Aug 2009
- Microsoft Excel '03, Norwalk/La Mirada Adult School, Certificate of Completion, Nov 2009
- Effective Supervision, Santa Ana College, Certificate of Completion, Apr 2009

REFERENCES AVAILABLE UPON REQUEST