**Supply Chain Management**

# **General Grizzly**

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## **Education**

**Bachelor of Business Administration: Supply Chain Management May 20XX**

Georgia Gwinnett College – Lawrenceville, GA GPA: 4.0

School of Business, AACSB Accredited

## **Related Coursework**

Project Management ∙ Supply Chain Modeling and Analysis ∙ Supply Chain Management Applications ∙ Process Improvement and Quality Control ∙ Labor Economics ∙ Global Business ∙ Management Science

## **Internship Experience**

**Operations Analyst Intern, Norfolk Southern Corporation – Atlanta, GA May 20XX – August 20XX**

* Learned Department of Transportation regulations
* Performed data mining, statistical analysis and simulation modeling
* Attended weekly staff meetings to ensure targeted implementation dates were met

## **Work Experience**

**Inventory Specialist, Best Buy – Duluth, GA January 20XX – Present**

* Prepare all paperwork and documentation for shipping, receiving, and delivering merchandise
* Manage shipping, receiving, unloading, and stocking merchandise on sales floor and warehouse
* Provide exceptional customer service when assisting customers with safely loading merchandise into vehicles

**Team Leader**, Publix – Lawrenceville, GA May 20XX – December 20XX

* Supervised 12 store associates ensuring optimal job performance and customer experience
* Monitored wait times and directed customer traffic at point-of-sale during peak times
* Assisted with promotional merchandise displays and layouts on sales floor

## **Leadership and Community Involvement**

**Senator, Student Government Association** 20XX – Present

* Serve as a student representative for the School of Business to bridge the gap between the administration and students
* Attend weekly meetings to discuss and monitor student tuition, fees and policies
* Collect data from the student body to determine additional wants and needs
* Plan campus and community engagement events, conduct town halls**,** and attend monthly University of System of Georgia business meetings

**Volunteer, GEAR Conference** 20XX

* Greeted students and guest speakers and managed check-in and registration

## **Skills**

Bilingual – Fluent in English and Spanish

Basic proficiency in Microsoft Access, SAP S/4HANA, and Logiwa

Intermediate proficiency in Microsoft Word, Excel and Planner, PowerPoint