

# VERONICA CARTER

## Warehouse Inventory Specialist

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Columbus, OH



### PROFESSIONAL SUMMARY

Detail-oriented Warehouse Inventory Specialist with 8+ years of experience managing inventory systems, coordinating logistics, and improving warehouse efficiency. Seeking a position at Midwest Logistics Solutions to streamline operations and ensure accurate inventory management.

### EDUCATION

#### Associate Degree in Supply Chain Management

Sinclair Community College, Dayton, OH

May 2017

#### Certified Logistics Associate (CLA)

May 2019

#### OSHA Forklift Operator Certification

February 2018

### SKILLS

- Inventory management systems (SAP, NetSuite) **Expert**
- Forklift certified **Expert**
- Cycle counting and audit procedures **Expert**
- Microsoft Excel and Google Sheets **Expert**
- Warehouse safety and compliance **Expert**
- Troubleshooting inventory discrepancies **Expert**
- Lean warehouse practices **Expert**

### EXPERIENCE

2020 - Now

#### Warehouse Inventory Specialist Fast Track Distribution / Cincinnati, OH

- Maintain accurate inventory records for a 50,000 sq. ft. warehouse with over 10,000 SKUs, ensuring up-to-date data across all systems.
- Conduct weekly cycle counts and full quarterly audits to reduce inventory discrepancies by 18%, aligning records with physical stock.
- Streamline warehouse organization by implementing new storage solutions, which improved picking and packing efficiency by 25%.
- Operate forklifts, pallet jacks, and other equipment to safely move materials, consistently adhering to OSHA safety standards.
- Collaborate with team leaders to meet daily shipping and receiving targets, ensuring orders were fulfilled within strict timelines.

2017 - 2020

#### Warehouse Associate Riverbend Logistics / Dayton, OH

- Processed inbound and outbound shipments, verifying item counts with a 98% accuracy rate across all orders.
- Managed barcode scanning systems and accurately entered shipment data into inventory software to maintain system integrity.
- Participated in team initiatives to increase daily productivity, achieving a 15% improvement in order fulfillment efficiency over two years.
- Ensured proper labeling and storage of materials, maintaining compliance with company and regulatory guidelines.
- Supported warehouse safety procedures, including conducting regular equipment checks and ensuring proper PPE usage.