

OLIVETTE RITT

Inventory Specialist

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602 N Washington St, Wilmington, DE
19801



PROFILE

Inventory Specialist with over 3 years of experience in materials and inventory control. Experienced in managing stock levels, conducting physical inventories, and maintaining accurate records. Skilled at analyzing data to identify trends and develop strategies to improve inventory management processes. Committed to providing excellent customer service by ensuring timely order fulfillment.

LINKS

[linkedin.com/in/olivetteritt](https://www.linkedin.com/in/olivetteritt)

SKILLS

Inventory Management

Stock Control

Data Entry

Microsoft Office

Time Management

Organizational Skills

Communication Skills

LANGUAGES

English

Portuguese

HOBBIES

Organizing

Puzzles

Reading

EMPLOYMENT HISTORY

● Inventory Specialist at Walmart, ID

Jun 2022 - Present

- Reduced inventory levels by 10% through implementation of new stock management system.
- Developed and implemented a new inventory control procedure that resulted in a 5% reduction in errors.
- Coordinated with suppliers to reduce lead times by 15%, resulting in improved customer satisfaction scores.
- Monitored inventory levels on a daily basis and initiated reordering when necessary to avoid stock outs.
- Trained 2 new employees on the proper use of the inventory control system.

● Inventory Associate at Target, ID

Jul 2019 - May 2022

- Reduced inventory by 10% through effective cycle counting and analysis.
- Implemented new stock-rotation system that increased product shelf life by 15%.
- Developed a customized database to track inventory levels, sales data, and trends.
- Trained 2 new employees in all aspects of inventory management.
- Coordinated with vendors to resolve invoice discrepancies.

EDUCATION

High School Diploma at Los Angeles High School, Los Angeles, CA

Sep 2015 - May 2019

I've learned how to read, write, and do math.

CERTIFICATES

Certified Inventory Specialist (CIS)

Jan 2021

Certified Warehouse Operations Specialist (CWOS)

Jun 2019

MEMBERSHIPS

American Society of Safety Engineers

National Safety Council