

Chapel Pierpoint

Stock Coordinator

Details

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(110) 399-7021

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Profile

I have over 1 year of experience as a Stock Coordinator. In my role, I am responsible for maintaining inventory levels and ensuring that all products are in stock. I also work closely with the sales team to ensure that customer orders can be fulfilled in a timely manner.

In my previous role, I was able to increase inventory turnover by 10% through improved organization and communication with vendors. I am confident that I can bring these same skills to bear in my new role and contribute to the company's bottom line.

Employment History

Stock Coordinator at Company A, ID

Jun 2022 - Present

- Maintained inventory of over 500 products with a 98% accuracy rate.
- Monitored stock levels and placed orders as needed to ensure that shelves were never empty.
- Tracked shipments and updated the computer system accordingly.
- Coordinated with vendors to resolve any issues with deliveries.
- Assisted customers in finding the products they needed.

Associate Stock Coordinator at Company B, ID

Sep 2021 - May 2022

- Reduced inventory levels by 10% through effective cycle counting and analysis.
 - Implemented new organization system for stock room which increased efficiency by 15%.
 - Trained 2 new employees on company's inventory software.
 - Created a process to streamline receiving shipments which saved the company \$5,000 annually.
 - Recognized by management as Employee of the Month for exceptional work performance.
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Education

High School Diploma at Harvard University, MA

Aug 2016 - May 2021

I have learned organization, time management, and study skills.

Links

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