

VERA SHORE

2181 Denver Drive, Burlington, ON L7M 1K6
Phone: 905 618-0001

PROCUREMENT/INVENTORY CONTROL MANAGER

An organized and reliable professional with a successful career history gained in packaged goods, manufacturing, and food industries. Behavioural flexibility, task orientation, and hands-on approach add value to overall profile. Areas of expertise include:

- Sourcing & Vendor Negotiations
- Inventory Analysis
- Warehouse Supervision
- Cross-Functional Teamwork & Projects
- Health & Safety Management
- Budget Development & Containment
- Production Planning
- Traffic & Logistics
- Supply Chain Management

CAREER HISTORY & NOTEWORTHY ACHIEVEMENTS

KENSINGTON HOME CARE PRODUCTS- KITCHENER, ON

1993-2004

Purchasing/Safety Manager - 2002-2003

Logistics Manager/Safety Director - 1993-2002

- Procured 250 to 700 sku's with expenditure of over \$20MM annually. Known for successful sourcing and productive vendor negotiations.
- Led a distribution team to move entire inventory (\$2MM) from Burlington to Kitchener over a 12-week period without affecting picking, shipping, and customer service demands. Ensured full compliance with National Fire Protection Act due to large inventory of aerosol products.
- Consolidated processes to accommodate merger of Tallman Inc. with Kensington, which involved quickly learning new product and distribution differences. Within first 3 months, switched from 6 regional couriers to a major contract with Purolator, which reduced distribution costs by \$200,000 annually. Maintained 2.1 to 2.3 variable freight factor over 9-year tenure.
- Assisted in the implementation of a Warehouse Management System; gathered weights and dimensional data for 600+ sku's, and laid out order picking process. Improved system and reduced warehouse head count by 25%.
- Liaised with sales and marketing to evaluate systems and recommend the implementation of an economical and flexible forecast management system. Solid background in product knowledge, principles of inventory control, and an appreciation for customer service added strength to cross-functional planning activities. This has subsequently evolved into a full-blown SO&P system.
- Increased inventory turns in 2002 from 2.8 to 3.9, increased customer order fill rate from 84% - 95% and reduced the inventory by \$1MM.
- Wrote Safety Manual that included emergency plan and individual safety programs as required by Occupational Health & Safety Act. Experienced no lost time accidents in 11 years.

DEVONSHIRE MEDICAL PRODUCTS – OAKVILLE, ON

1989-1993

Warehouse Supervisor – 1991-1993**Production Planner** – 1990-1991**Inventory Analyst** – 1989-1990

- Led a logistics team to implement an automated replenishment system to reduce customer order turnaround of offsite warehouse goods from 48 to 24 hours. Worked closely with IT to develop replenishment report by overcoming inventory discrepancies and product expiry issues.
- Reduced lost shipping days from 5 to 1.5 for physical inventory count by pre-printing 10,000 plus inventory tags in logical counting pattern.
- Planned and improved overall layout and operation of warehouse through more efficient staging of raw materials and finished goods. Successfully reduced the amount of materials handling, which made it easier for personnel to access raw materials during off-hours.
- Planned production to meet requirements of domestic market needs and North American export customers. Oversaw 10 production lines with a daily output of 2.2 million surgical gloves daily.
- Procured 4,000 sku's annually with full responsibility for \$15MM inventory.

TALLMAN INDUSTRIES – BURLINGTON, ON

1985-1989

Purchasing Agent

- Selected vendors, negotiated pricing and procurement of approximately 250 – 300 sku's annually.
- Developed flawless work record and excellent reputation that resulted in recruitment back to the company in 1993 when consolidation with Kensington Canada occurred.

EDUCATION

MCMASTER UNIVERSITY – HAMILTON, ON

Bachelor of Applied Science in Consumer Studies

PMAC (PURCHASING MANAGEMENT ASSOCIATION OF CANADA)

*Principles of Production Inventory Control**Principles of Transportation**Principles of Buying*

ONTARIO HEALTH & SAFETY

*Certification (2nd level) Warehouse Safety**Current First Aid Certificate (1st level and CPR)*