Catherine

Catherine.373186@2freemail.com

Supply Chain and Logistics Professional

EXECUTIVE SUMMARY:

Supply Chain/Logistics professional with over 6 years of experience for top international FMCG companies – Procter & Gamble Philippines and Coca Cola FEMSA Philippines. Skilled in Operations Management, Supply Chain Optimization, Inventory, Distribution and Transportation Planning, Systems and Process Improvement and Documentation, Project Management, Admin and Customer Service, and DMAIC. I have a strong background in warehouse/logistics planning and operations and successful project implementations with a Bachelor of Science (B.S.) focused in Industrial Engineering from University of the Philippines.

OBJECTIVE:

Recently migrated to Al Ain UAE (under spouse visa) and is currently seeking for any office job or any suitable position where I can practice and share my expertise and experiences in Supply Chain/Logistics/Transportation Planning and Operations.

EXPERIENCE:

MARCH 2014 - JULY 2017

Transport and Distribution Coordinator

Coca Cola FEMSA Philippines Inc.

- Philippine Transport SME for the Global Supply Chain Planning Transformation Project in

Mexico for the whole Coca-Cola FEMSA system

o Represented Philippines at Coca-Cola FEMSA Headquarters in Mexico for the global

process template definition

- One of the 3 Direct Reports to the Systems and Process Manager; the team manages,

improves and innovates systems and processes being used by Logistics and Transportation

Operations (LATO) Group under Supply Chain Department

- Handles all other projects and improvements—from planning to implementation—that were

related to Transport and Distribution

- Pioneered and Lead new process improvement for usage of existing Transportation Planning

Tool for retrieval planning of Returnable Glass Bottles (RGB)

- Subject Matter Expert (SME) for the Transportation Planning Tool being used by the whole

Coca-Cola FEMSA Philippines

o Lead the project implementation of this new Transportation Planning Tool and owns 1st level issue resolution

o Defines and accomplishes further planning tool enhancement

o Performs planning tool and master data health check

o Reports and tracks KPIs and Operational Metrics—defines new vital KPIs/Metrics to improve Logistics Planning and Execution Practices

o Performs technical trainings and presentations related to new Transportation Planning Tool to both internal and external audience

o Documents and incorporates all new functional routines and processes to the current SOP

- Trainings and Certifications:

o 35 Contact Hours of Project Management Professional (PMP) Classroom Training

from GreyCampus (a Project Management Institute Registered Education Provider,

September 2014)

o Project Management Essential Training from Franklin Covey (August 2014)

o Import/Export I Seminar

JULY 2013 - MARCH 2014

Senior Supervisor for Inventory, Shipment and Transportation Planning –

P&G Account

DHL Supply Chain Philippines Inc.

- Leads the whole team of Inventory and Shipment Planners and Document Controllers

- Owner of Shipment Master Plan which covers all end customers of Procter and Gamble in relation to their required delivery date and time taking into consideration warehouse operation ’s capacity

- Updates Shipment Master Plan whenever new customer should be added and if new Procter and Gamble requirement arises

- Analyses and Updates (quarterly) Warehouse Zoning to be used based on fast moving SKUs and generated forecast by Procter and Gamble

- Owner of all processes and standards involved in Inventory and Shipment Planning

- Schedules manpower according to demand for both Inventory and Shipment Planners and Document Controllers

- Sets targets, monitors and provides status to all subordinates regarding their performance (discussed quarterly and yearly)

- Owner of any special reports related to Inventory and Shipment Planning as requested by Procter and Gamble Leadership Team

- Trainings and Certifications:

o DHL First Choice Program DMAIC Training

o Certified Process Improvement Master Bronze (DHL DMAIC Training)

o DHL Supply Chain Phils Inc. Leadership Enrichment Program (LEP) Training (Attendees were all possible candidates for the next managerial positions)

o DHL Supply Chain Phils Inc. Supervisory Training

JUNE 2011 - JUNE 2013

Inventory, Shipment and Transportation Planner – P&G Account

DHL Supply Chain Philippines Inc.

- Leads a specific team of Jr. Inventory and Shipment Planners and Document Controllers and ensures that the following roles were covered:

- Reports warehouse inventories and status of shipment plans with respect to required arrival date and time to customer

- Receives all orders from Procter and Gamble\\\'s customers which were processed by P&G Customer Service Reps and the process them into shipments

- Plots shipment plans which will be executed by Operations according to their capacity and capability and then book them to their respective assigned carriers

ADDITIONAL SKILLS:

- Microsoft Office Suite: Excel, Word, Powerpoint (Above Average)

- Autocad (Basic)

- SAP, Transportation Management System (TMS), and Real Time Control Inventory System (RTCIS) (End user)

- QS3 Transportation Planning Tool (Superuser)

LANGUAGES:

- English – Full professional proficiency (Written and Spoken)

- Tagalog/Filipino (Native language)

PERSONAL PARTICULARS:

 Date of Birth: July 15, 1986

 Age: 31

 Marital Status: Married

 Living Location: Al Ain Abu Dhabi UAE