

LAARNIE BERDAN

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OBJECTIVES

With a proven track record of optimizing supply chain operations, developing strategic campaigns, and leading high-performing teams, my goal is to drive operational excellence and achieve business growth. Seeking an opportunity to utilize my skills in logistics strategy, supply chain optimization, and marketing management to contribute to the success of the organization.

WORK EXPERIENCE

LOGISTIC SUPERVISOR

MPP Meat Importation Corp | Pasig City, Philippines

January 2023 – present

- Planning and coordinating the transportation, distribution, and storage of meat products.
- Creating schedules, tracking shipments, and ensuring timely delivery
- Oversee inventory management, monitoring stock levels and conducting audits to prevent stock outs or excess inventory
- Collaborate with a team of logistics personnel, including warehouse workers, drivers, and administrative staff.

LOGISTIC AND PURCHASING MANAGER

Activations Advertising Inc | Quezon City, Philippines

May 2009 – September 2022

- Responsible for sourcing and procuring materials, equipment, and services needed for advertising.
- Identify reliable suppliers, negotiate contracts, and manage vendor relationships to ensure timely and cost-effective procurement.
- Oversees inventory management for advertising materials and equipment by maintaining accurate inventory records, monitoring stock levels, and coordinating with suppliers.

INVENTORY AND CONTROL ASSISTANT

Accent Micro Technologies | Pasig City, Philippines

August 2007 – January 2009

- Tracking stock levels, conducting regular audits, and ensuring accurate record-keeping of inventory transactions
- Receiving incoming shipments, verifying the contents, and inspecting quality of goods
- Maintains accurate inventory records and implements measures to prevent shrinkage, loss, or theft.

EDUCATION

Rizal Technological University

Bachelor of Science in Business Administration (Major in Marketing)

SKILLS

- Efficient in optimizing end-to-end supply chain processes, including procurement, inventory management, and distribution.
- Strong ability to select, negotiate with, and manage relationships with suppliers and vendors for timely cost-effective delivery of goods and services.
- Proficient in analyzing logistics data, generating reports, and using insights to drive informed decision-making.
- Skilled in leading cross-functional teams and fostering a collaborative work environment for effective communication.

REFERENCES

Available upon request.