

# ALMIRA JANE LIZARDO

SUPPLY CHAIN ANALYST \* SAP MM USER



## CONTACT

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## EDUCATION

- BACHELOR OF SCIENCE IN INDUSTRIAL ENGINEERING**  
Polytechnic University of the Philippines,  
Sto. Tomas, Batangas, Philippines 4234  
Graduated 2016

## SKILLS

- PRIMARY SKILL:**  
**SAP MATERIAL MANAGEMENT**
- SECONDARY SKILLS:**  
**MICROSOFT EXCEL**  
**POWER BI**  
**TABLEAU**  
**DATA ANALYTICS**
- FUNCTIONAL SKILLS:**  
**SUPPLY CHAIN MANAGEMENT**  
**INVENTORY MANAGEMENT**  
**LEAN SIX SIGMA**
- TECHNOLOGY BACKGROUND:**  
**SAP HANA**  
**POWER BI, TABLEAU**  
**MICROSOFT OFFICE SUITE**  
**GOOGLE SUITE**  
**AUTOCAD**  
**CANVA**

## PROFILE

As a Supply Chain Analyst with over seven years of experience in procurement, data analysis, materials flow, documentation, cost reduction, contract negotiations, and process improvement. I have developed extensive skills in SAP Material Management and Microsoft Excel through my experience in the manufacturing and retail sectors. I possess robust project management skills and the ability to effectively communicate and train team members. I am an enthusiastic, collaborative team player with the ability to work independently and resourcefully.

## EXPERIENCE

- SUPPLY CHAIN ANALYST - MASTER DATA ANALYST**  
**Tyco Electronics Phils. Inc. - 2022 to present**
  - Responsible for the SAP master data elements that feed into supply chain system. Proactively updates and maintains master data while ensuring data accuracy and reliability
  - Creates data queries to generate data quality reports, runs consistency checks, conducts analysis of data quality reports
  - Driving significant inventory depletion worldwide by identifying and working on depletion opportunities, resulting in clearing more than \$2,500,000 of inventory in just over a year.
  - Manages dashboard creation projects and works closely with BI developers and Data Engineers to ensure successful project execution.
- ORDER MANAGEMENT & PROCUREMENT OFFICER**  
**Mariwasa Siam Ceramics, Inc. - 2016 to 2022**
  - Provided comprehensive assistance to customers and end-users by analyzing quotations, creating purchase orders, and considering key factors such as availability, price, and quality of goods and services.
  - Maintained accurate material purchasing information records using SAP.
  - Utilized powerful data analytics tools like PowerBI to generate data visualizations and dashboards, enabling the team to make better-informed decisions.
  - Consistently achieved daily, weekly, and monthly targets, resulting in meeting the cost-saving objectives of the business while preparing monthly KPI reports.