

Creola Aleksa

Inventory Auditor

Details

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123 Maple Street, Portland, ME 04101

Profile

Detail-oriented Inventory Auditor with 1 year of experience in accurately maintaining and reconciling inventory records, identifying discrepancies, and optimizing stock levels. Proficient in using inventory management software and conducting physical counts. Adept at collaborating with cross-functional teams to improve processes and ensure efficient inventory control. Committed to ensuring accuracy and compliance in a fast-paced environment.

Employment History

Inventory Auditor at RGIS, ME

Feb 2023 - Present

- Successfully audited over 5,000 items in a single shift, ensuring 99.5% accuracy and helping the client to maintain optimal inventory levels.
- Streamlined the auditing process for a major retail store, resulting in a 20% increase in efficiency and reducing the overall time spent on inventory management by 10 hours per month.
- Identified and resolved inventory discrepancies amounting to \$50,000, enabling the company to recover lost revenue and improve overall inventory accuracy.

Associate Inventory Auditor at , ME

Aug 2022 - Jan 2023

- Successfully reduced inventory discrepancies by 25% within the first year of employment by implementing improved auditing processes and conducting thorough investigations into variances.
 - Streamlined the annual physical inventory process, reducing man-hours needed by 30% and improving overall accuracy by 15%, resulting in a more efficient and cost-effective inventory management system.
 - Identified and resolved over 100 instances of inventory shrinkage, recovering over \$50,000 worth of merchandise and leading to the implementation of stricter loss prevention measures.
 - Trained and mentored 10 new inventory auditors, ensuring consistent and accurate inventory audit procedures across the team, which contributed to an overall improvement in audit quality by 20%.
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Education

Associate of Applied Science in Inventory Management at Southern Maine Community College, South Portland, ME

Sep 2017 - May 2022

Relevant Coursework: Inventory Control, Supply Chain Management, Logistics, Purchasing, Warehouse Operations, Materials Management, Production Planning, Quality Assurance, and Enterprise Resource Planning.