




Linzey Ramlakhan

Logistics Assistant

Results-driven Logistics Assistant with 1 year of experience in providing efficient and organized support to logistics operations. Proficient in managing documentation, tracking shipments, and maintaining inventory control. Adept at collaborating with cross-functional teams to ensure timely deliveries and customer satisfaction. Strong problem-solving and communication skills, with a focus on continuous improvement in a fast-paced environment.

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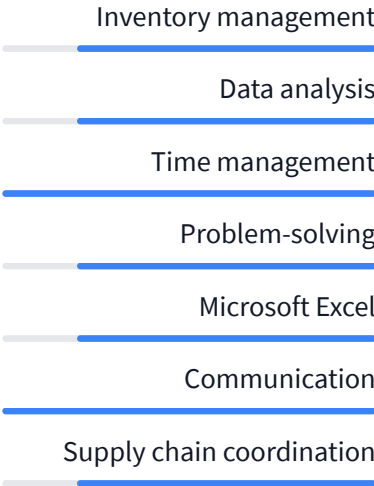
Education

**Associate of Applied Science
in Logistics and Supply
Chain Management at
University of Hawaii at
Manoa, Honolulu, HI**
Aug 2017 - May 2022
Relevant Coursework: Supply
Chain Management, Inventory
Control, Distribution Strategies,
Operations Management,
Transportation Systems,
Warehouse Management,
Procurement, Production
Planning, and Logistics
Technology.

Links

[linkedin.com/in/linzeyramlakhan](https://www.linkedin.com/in/linzeyramlakhan)

Skills



Employment History

Logistics Assistant at Hawaii Logistics LLC, HI

May 2023 - Present

- Successfully streamlined the warehouse inventory system, resulting in a 20% increase in efficiency and reducing order processing time by 15%.
- Coordinated the transportation of over 1,000 shipments per month, maintaining a 98% on-time delivery rate and contributing to a 25% growth in customer satisfaction.
- Implemented a new vendor management strategy that led to a 10% cost reduction in shipping expenses and improved relationships with key suppliers.
- Trained and supervised a team of 5 logistics staff members, achieving a 30% reduction in errors and improving overall team productivity by 20%.

Junior Logistics Assistant at Royal Hawaiian Movers, HI

Jul 2022 - Apr 2023

- Successfully managed the shipment of over 500 containers per month, ensuring timely and accurate delivery to customers while maintaining a 98% on-time rate.
- Streamlined the transportation scheduling process by implementing a new software system, resulting in a 20% reduction in scheduling errors and a 15% increase in overall efficiency.
- Coordinated with warehouse teams to optimize inventory management, reducing storage costs by 10% and improving order fulfillment accuracy by 12%.

Certificates

Certified Logistics Associate (CLA)

Dec 2021

Certified Supply Chain Professional (CSCP)

Jul 2020

Memberships

International Warehouse Logistics Association (IWLA)

Council of Supply Chain Management Professionals (CSCMP)