

Joel Mathew

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EDUCATION

DePaul University, Chicago, IL
BSB Business Degree
Management Honors Program, GPA (3.6)

EXPERIENCE

SUPPLY CHAIN COORDINATOR, ENGIE

JANUARY 2020 TO PRESENT

- Coordinate delivery for solar construction sites
- Manage & control ITC solar panel inventory
- Maintain reporting for logistics and warehousing with SAP
- Use Coupa to track logistics, warehousing, and procurement invoices

SUPPLY CHAIN ANALYST, ANIXTER

JUNE 2018 TO DECEMBER 2019

- Work on projects directly with companies like Home Depot, Starbucks and IBM
- Oversee long term projects and forecast customer inventory needs
- Manage more than 10 million dollars' worth of inventory
- Collaborate with finance, operations and sales to get total satisfaction for our customers
- Run monthly reports to analyze inventory data and keep excess under 10%
- Help to get an 15% improvement on profit margins and while keeping prices constant
- Work to keep service levels for our customers at 96%
- Build relationships with vendors and customers for long-term success
- Coordinate with internal and external stakeholders for project success
- Handle logistical issues with vendors, third parties and internal teams
- Track and issue product returns to insure correct amounts of inventory and control excess

OPERATIONS INTERN, SIERRA ITS

SEPTEMBER 2017 TO MAY 2018

- Update & handle CRM database, AkkenCloud
- Business Development in Client Networking & Marketing
- Assists in office administration and logistics
- Interact with hundreds of clients to build meaningful relationships
- Lead process to revamp record system & client database
- Proficient in Data Entry, Data Manipulation, & Data Analysis

LOGISTICS INTERN GRACE PRINTING & MAILING

JUNE 2013 TO AUGUST 2016

- Provided printing advice and assistance to hundreds of customers
- Used monthly customer surveys over 4 years to improve customer experience and satisfaction
- Planned & manage multiple projects, insuring efficiency and timeliness
- Create orders and oversee deliveries
- Led projects & coordinated team schedule's and resources

LEADERSHIP ACTIVITIES

TREASURER, CHICAGO CHRISTIAN FELLOWSHIP

JANUARY 2018 TO PRESENT

- Handles Receipts & Payments throughout the year
- Keeps a strict track of all finances that go in & out
- Participates in various community service activities such as Feed My Starving Children and soup kitchens
- Leads and assists in my community and in my church for social, faith, and volunteering activities