

Supervisor, Distribution Cover Letter

3324 Marsha Curve West Darnell, NJ 63180

Dear Armani Klocko,

Please consider me for the supervisor, distribution opportunity. I am including my resume that lists my qualifications and experience.

Previously, I was responsible for wMS coordinator responsibilities including, but not limited to: quality hold containment, Radio Frequency Terminal (RFT) configuration, scanner configuration, new user set-up, and work order maintenance.

Please consider my qualifications and experience:

- Acquires knowledge of functional operations (order flow, 5S, receiving, warehouse, replenishment and expense management)
- Works at a fast pace in a rapidly changing business environment
- Experience in communicating and addressing issues to senior management
- Career development and operational understanding will require Operations Supervisors to move laterally within the distribution network
- Continually expand on personal operational and supply chain knowledge via internal core skills training, professional affiliations, workshops and industry forums
- Provide input for associate's performance reviews for assigned associates
- Prepare monthly inventory file * Train and mentor new associates
- Safe operation and group compliance of electric forklift and related equipment and training * Identify and report cGMP compliance issues as necessary

Thank you for considering me to become a member of your team.

Sincerely,

Campbell Kozey