

Josh Terrell

Procurement Analyst with demonstrated success across multiple facets of manufacturing, supply chain, and distribution.

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Authorized to work in the US for any employer

Work Experience

Analyst - Material Planning & Control 2

QARBON AEROSPACE (previously Triumph Aerospace) - Milledgeville, GA

February 2013 to Present

Managed all flight hardware for Milledgeville operations as subcontractor to facilitate builds across Gulfstream 650, Global hawk, Boeing 747, 767, 777 & 787, Blackhawk, C17, CF6, Embraer, Virgin Galactic and Blue Origin. Daily task incorporates forecasting, PO placement, bin management, scheduling and stock placement. In addition, I worked as liaison to all 4PL hardware/chemical providers to ensure orders, deliveries and replenishment were maintained based on contractual agreements.

Duties include:

- Analyze inventory systems and databases to recommend system changes and provide problem resolution.
- Maintain data in an automated inventory system to ensure equipment assets are received, tagged, tracked, inventoried, and disposed in a timely manner.
- Advise personnel on supply matters (e.g., projected requirements, priorities, appropriate sources of supply, discrepancies, suitability of similar items or substitutions) to assist in furnishing supply requirements.
- Analyze operational reports and plans to identify causes of material or supply support deficiencies.
- Analyze reconciliation of supply systems and local procurement orders for compliance with applicable regulations and directives.
- Determine quantity of items to provide material support (e.g., development, adjustment, justification of budget estimates) relative to authorized funds.
- Monitor the status and effectiveness of material support being provided by identifying, analyzing, or resolving problems.
- Analyze accumulated data and compare with current requirements and demand factors.
- Monitor requirements for assigned items in relation to changes in programming or usage factors.
- Evaluate relationships between customer requirements, acquisition lead times, storage, inventory, insurance, and delivery by the most efficient and economical means possible.
- Evaluate transactions and fluctuations to project requirements and budget estimates.

- Coordinate on specific segments of inventory management plans, projects or procedures with functional specialists, and offices responsible for various aspects of inventory management support ensuring organization compliance with current supply regulations.
- Determine requirement factors in relation to budget requirements, changing funds availability, and changing situations affecting availability of items at specified dates from contractors.
- Establish procedures for accomplishment of organization purchase, repair, disposal, and termination requirements for customers ensuring organization compliance with current supply regulations.
- Analyze inventory management issues (e.g., supply processes, work methods, supply data management, and day-to-day) of material support operational procedures.
- Resolve issues regarding stock levels, frequency of reordering, acquisition channels, lead time, availability, storage space, and frequency of use.
- Resolve problems to improve inventory accuracy by monitoring status and effectiveness of material.
- Responsible for storage and space handling in accordance with local and federal regulations for specific groups (i.e., general supplies, construction materials, medical supplies, high value items, etc.)
- Laid out storage space, established item location and determined organization and arrangement of stock.
- Utilized regulatory requirements when receiving, storing, and moving hazardous and toxic materials and substances (i.e., certain types of chemicals, radioactive materials, etc.)
- Maintained warehouse area in a neat, clean and orderly manner.
- Operated and maintained various powered industrial vehicles.
- Planned, organized, and prioritized daily deliveries.
- Handled delivering and warehousing materials including hazardous, flammable and temperature sensitive products.
- Completed monthly reports and supporting benchmarks.
- Read, wrote, and maintained files of various government and commercial documents to include turn in requests, discrepancy reports, shipping/receiving documents, etc.
- Interpreted a variety of standards operation procedures (SOPs), directives, and policies.
- Followed all guidance provided by various directives, handbooks, memorandum, property management regulations, supply and distribution policies, checklists, etc.
- Managed discrepancy process and follow ups utilizing an electronic record and tracking program in accordance with regulations and policies.
- Handled hazardous and sensitive materials according to established procedures.
- Adhered to all Occupational Safety and Health Administration (OSHA) operating and safety standards.
- Utilized proper safety techniques when handling a variety of material and equipment.
- Used all types of personal protective equipment (PPE) including face protection, eye protection, gloves, safety shoes, aprons, and hearing protection.
- Utilized automated equipment to facilitate the various phases of receiving, storing, and retrieving of items.

Warehouse and Shipping Supervisor

Academy Sports + Outdoors - Jeffersonville, GA
January 2008 to February 2013

Worked with a team of 40+ associates to ensure all distribution shipping needs were accomplished on a daily basis. Duties included but were not limited to:

- Directed the movement of shipments from shipping points to storage and/or work areas.
- Ensured that all shipping materials were available, including boxes, labels, packing materials, and postage meters.
- Trained staff on proper shipping techniques and safety procedures.

- Scheduled shipments, verifying they were ready to go, and making sure they were shipped on time.
- Coordinated with other departments within the company to ensure that shipments met legal requirements.
- Prepared and maintained all necessary shipping documents, such as bill of lading and customs forms.
- Carried out regular inventory reconciliation of supplied materials.
- Prepared incorrect items report to vendors through the appropriate medium.
- Acted as mediator between shipping units and vendors in the event of discrepancies in shipments.
- Identified opportunities for enhancement and suggested ways of improvement to top management of the organization.
- Ensured the availability of stock so as to reduce shortages.
- Overseen the loading of packages onto delivery trucks and ensured that all packages were loaded per company standard.

Education

GED in Supplied Science

CGTC - Macon, GA

January 2006 to May 2006

Skills

- Leadership
- Supply chain
- ERP Systems
- Procurement
- Logistics
- Forecasting
- MRP
- SAP
- Sourcing
- Computer Networking
- Production Management
- Purchasing
- Negotiation
- Manufacturing
- Quality Assurance
- Microsoft Excel
- Microsoft Office
- Inventory control
- Warehouse management
- Forecasting
- Purchasing

- Supply chain
- Project coordination
- Procurement
- Manufacturing
- MRP
- Project planning
- Negotiation
- Customer service
- Data management
- Quality assurance
- Hand tools
- Computer networking
- Basic math
- Communication skills
- Forklift
- Driving
- English
- Freight
- Organizational skills

Certifications and Licenses

Driver's License

July 2022 to July 2028