

Our efforts helped Colin secure not just his preferred job but also a higher salary offer.

»»» Here's what Colin had to say about our work:



Colin A

Category Manager, Fresh Produce

Colin was Umema's client

Umema did a great job helping me through a total resume revamp. At the outset, I liked that when LinkedIn made the connection, Umema's first contact with me already contained feedback about my profile. It wasn't just an automated general script. She then takes the time to understand my experience and goals, and conducted a deep dive interview the flesh out a new resume for me. Most importantly it got results. I applied to two positions and was invited to interview for both, and each company commented on the resume being very helpful for them to understand my experience. One company ultimately made an offer which I accepted. The prices for the resume work were competitive and paid off quickly with a new offer.

Colin's backstory:

He had over 10 years in supply chain, mainly procurement, and wanted to grow with a new company in business development. But, his old resume was unorganized and lacked achievements, failing to meet top employer needs.

We did three things:

- 1** Highlighted his leadership skills and accomplishments to establish him as a stronger candidate.
- 2** Grouped his core accomplishments and projects under skill-based sub-sections.
- 3** Added a separate skills section and his latest certification to show on-going professional development.

Where is Colin now?

Colin got interviews for both jobs he applied for and accepted a competitive offer as a Procurement Manager with one of them.

A year later, he returned to us to refresh his resume for a senior role as a Category Manager, which he also secured.

Warning: The following pages have been saved as images in order to protect Colin's work as well as our work from being copied and indexed. As a result, uploading this exact file into an Applicant Tracking System will not work. If you are interested in hiring Colin, please email us at contact@careertuners.com so we can forward your email to him.

Here's the resume we made for him:

Colin A.

240.666.0000 | colin0000@gmail.com | San Antonio, TX 78201 | [LinkedIn](#)

Procurement Management | Warehouse & Inventory Management | KPI Establishment | Supply Chain Risk Mitigation

Drives seamless procurement of multimillion-dollar materials by defining and disseminating operating models; improves data reporting capabilities; eliminates gaps in cross-functional collaboration; reduces supply chain costs. Leverages supply chain insights to mitigate critical procurement risks; guides direct reports on inventory data analysis and enables data-driven decision-making.

Supply Chain Management
Purchasing & Logistics
Continuous Improvement

Cost Optimization
Data-Driven Decision-Making
Team Building & Mentorship

Supplier Relationship Management
Change Management
SAP ERP, BI Software, Microsoft Office

Professional Experience

C.H. MANUFACTURING

05/2021 – Present

Materials Planning Manager

Oversaw 5 direct reports to plan and direct material replenishment for 6 plants in the USA; managed the procurement of supplies worth \$30M/month. Lead procurement process improvement for full network of 16 domestic plants. Identified and addressed operational gaps. Supported the team members with proactive issue resolution. Utilized SAP MRP and Microsoft Excel for procurement planning.

Procurement Process Optimization

- Decreased average inventory level for "Group A" materials by 15% by spearheading in-depth audit of material planning data; classified materials into A, B, and C groups; coached material planners on data analysis via the SAP MRP system.
- Increased inventory turnover for "Group A" materials by 23.7% by introducing capabilities for evaluating material planning and procurement operations; initiated reporting of KPIs, including shelf life, inventory turnover, and PO cost variance.
- Mitigated risk of stockouts for materials with long lead times during the pandemic-driven supply chain crisis; redefined optimal safety stock values for 1000+ items based on a comprehensive audit of material planning data.
- Structured and eased the issue escalation process for material planners by building operating models for both managers and material planners; improved visibility of material planning operations by establishing reporting SOPs.
- Reduced risk of disruptions and delays in product commercialization due to gaps in cross-functional collaboration; mapped the commercialization process by creating a Gantt chart for 50+ tasks.
- Eliminated information silos and eased issue tracking by introducing a dashboard on MS Teams for reporting material issues.

Staff Management, Hiring, & Training

- Hired 4 material planners for the team; mentored staff on SAP MRP; created 30-60-90 day plans for staff; oversaw one-on-one guidance. Trained 10 employees on SAP MRP as the designated procurement trainer for the SAP Go-Live for 3 plants in Canada..
- Prevented disruptions due to staff unavailability or role changes by introducing plant playbooks and process documentation.
- Improved employee satisfaction by clearly defining the roles and pay grades for material coordinator job levels 1, 2, and 3.

A-B-C

09/2010 – 05/2021

Associate Business Development Manager

07/2019 – 05/2021

Earned a quick promotion after improving demand planning accuracy; acted as a first point-of-contact for 36 vendors, oversaw 3 demand planners, and led strategic procurement planning for ~800 SKUs. Enabled gross margin growth by enhancing product

velocity, reducing inventory loss, and implementing technology solutions; aligned supply chains with evolving market needs. Trained new hires on supply chain SOPs and tools; maintained morale during the pandemic through consistent remote worker engagement.

- Achieved a 99% service level for the brand's biggest commodity and optimized its shelf life by 25% by improving inventory turnover and reducing inventory loss by 66%+; analyzed and mitigated procurement and inventory management gaps.
- Improved COGS by 50% by decreasing buydowns and dumping; coached direct reports on procurement best practices and determined forecasting accuracy using MAPE reports.
- Boosted demand planning accuracy by 20% and ensured on-time vendor scheduling by improving demand forecasting for promotions; gave demand planners access to upcoming promotions by creating and implementing a cloud-based dashboard.
- Facilitated category product portfolio expansion and transition of 100 SKUs from national labels to the private label brand; influenced product development and packaging decisions.
- Increased a product's sales volume by 30% and reduced the order lead time by 7 days by identifying and onboarding a cost-effective local vendor with a strong brand presence; broadened product appeal by adding new variants.
- Improved market competitiveness by selecting and onboarding 6 high-performing vendors. Reduced costs by participating in annual contract renegotiations with major vendors; reviewed proposed prices and calculated the impact on gross profit.

Demand Planner

06/2017 – 07/2019

Developed demand forecasts and replenishment schedules for 3 high-risk commodities across 2 distribution centers by creating product-specific forecasting guidelines and evaluating product performance, sales velocity, seasonal trends, and supply chain lead times; served as a category SME. Coordinated with suppliers and warehouse, QA, logistics, and load planning teams to ensure smooth day-to-day warehouse operations; aligned labor with volume forecasts.

- Cut potential COGS losses by 80% by increasing and maintaining service levels at 98-99% and eradicating product dumping; led accurate forecasting by leveraging former retail experience and consumer behavior knowledge.
- Improved time-temperature management during transportation by identifying and eliminating driver inefficiencies; led end-to-end process mapping in collaboration with the supplier and receiving teams.

Assistant Department Manager

09/2010 – 06/2017

Promoted to oversee day-to-day operations of the produce department at 3 grocery stores; led department order management; managed a 20 member team. Improved orders by developing and implementing assortment planning processes after analyzing sales data and latest consumer trends; created reports on metrics, like retail shrink.

GREENLING, Inc.

01/2010 – 09/2010


Warehouse Associate

Efficiently prepared produce orders for e-commerce customers; ensured warehouse cleanliness and facilitated quality inspections.

Professional Development

Certified Professional in Supply Management (CPSM), Institute for Supply Management	2020
Master of Management Studies in Supply Chain Management, The University of Texas at Dallas	2017
Bachelor of Arts in Environmental Studies, New York University	2009

And here's the resume he was using before he worked with us...



Colin Ager

Experience

DEMAND PLANNER PRODUCE PROCUREMENT, SAN ANTONIO, TX, 2017 - PRESENT

Develop and monitor demand forecasts for nearly one hundred items across two DC's using BI and warehouse data. Manage inventory turns and safety stock with a goal of zero tolerance for service level interruptions and inventory loss. Negotiate cost and supply capacity with vendors. Assist in contract creation. Keep close contact with suppliers to understand markets, execute deal buys, and manage relationships. Issue PO's and demand schedules to domestic and import suppliers. Contribute to ad planning and assortment selection. Work with merchandising, logistics, load planning, QA, and warehousing teams daily. Assist in tasks such as store support, retail adjustments, and inventory walks.

FY 2018 managed inventory which generated nearly \$200M in retail sales, while lowering average inventory levels, increasing service level, and lowering inventory loss in my categories.

ASSISTANT DEPARTMENT MANAGER, AUSTIN/SAN ANTONIO, TX 2010 - 2017

Work as a department team leader to deliver an outstanding customer experience through team building and expert merchandising. Analyze financial performance of department and commodities to address opportunities in assortment, floor plan, and inventory management. Develop exceptional product knowledge.

PRODUCE ASSOCIATE, AUSTIN, TX, 2010

Processed customer orders and managed produce inventory. Networked at farmers markets to build relationships with vendors and market the company to consumers.

Education

UNIVERSITY OF TEXAS AT DALLAS, RICHARDSON, TX — M.S. MANAGEMENT STUDIES 2017

Concentrations in Supply Chain Management & Information Systems

NEW YORK UNIVERSITY, NEW YORK, NY — B.A. ENVIRONMENTAL STUDIES 2009

Minor Computer Science

Technical Skills

Fresh Product Management Systems, OMI & FEOB, iTrade, Business Intelligence, Excel, SAP ERP, FinNet

Community

CHILD ADVOCATES OF SAN ANTONIO, 2018 - PRESENT

Court appointed volunteer working to advocate for the needs of children in state care within Bexar County. Work 18 month case assignments to provide constancy to abused and neglected youth living in foster homes or state facilities, while advocating for services and permanent placement in a safe environment.

BIG BROTHERS BIG SISTERS OF CENTRAL TEXAS, 2013 - 2016

Served as a mentor to a young adult, dedicating 3 or 4 afternoons each month to outings that focus on building confidence, instilling higher aspirations, and empowering my Little to succeed.

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