

RYAN SMITH

(617) 528-1234 ryan.smith123@gmail.com

EDUCATION

The University of Rhode Island, Kingston, RI
Bachelor of Science in Business Administration May 2020
Major: **Supply Chain Management** Minor: **German**
Overall GPA: 3.7/4.0 Dean's List – 6 semesters
Kathleen Jackson Academic Scholarship
Study Abroad: Braunschweig University, Braunschweig, Germany Spring 2019
Related Coursework: Global Supply Chain Management, International Supply Chain, Supply Chain Network and Optimization

PROFESSIONAL CERTIFICATIONS

Six Sigma – Yellow & Green Belt Certified, Microsoft Office Specialist (Excel), CTL (upon graduation)

RELATED EXPERIENCE

Massport, Boston, MA

Senior Inventory Clerk Intern Summer 2019

- Worked in cross-functional team to manage day-to-day operations of stock room
- Received purchase orders on the MP2 Inventory System and Peoplesoft Accounting Software
- Acted as liaison between Central Stockroom and outside vendors
- Developed strong customer service and problem-solving skills
- Gained knowledge of international port operations and working in union shop

The Gap, Burlington, MA

Warehouse Intern Summer 2018

- Received all components, raw materials, operating supplies and miscellaneous items
- Utilized Excel to complete and distribute all applicable documentation in accordance with Company procedures and delivered receipts to appropriate locations
- Prepared and shipped all materials; maintaining control of lot numbering and all required documentation per SOPs
- Implemented industry best practices to ensure a safe and efficient warehouse area
- Represented warehouse area as subject matter expert (SME) on all internal, corporate, and 3rd party audits

OTHER EXPERIENCE

Tony's Pizza Palace, Smithfield, RI

Waiter 2016 - present

- Develop strong customer service and time management skills
- Gained understanding of family owned, multi-location business

LEADERSHIP/VOLUNTEER EXPERIENCE

- Supply Chain Management Club – Membership Coordinator
- Career Day Speaker – Building Your Resume through On-Campus Involvement
- Student Entertainment Committee – Negotiated contracts for venues performing on campus
- Teach computer skills to residents of Brightview Commons