

April Hyde
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Objective

Obtain a challenging position where I can grow while my organizational, computer, and problem-solving skills will be an asset to the company.

Work Experience

Witte Plastics, Inc., Freeport, IL

Second Shift Manager July 2021 – August 2022

Duties include running 5-8 mold machines. Empty molds and refill with appropriate polymer and restart machine. Sort, assemble and box the product. Grind scrap (leftover plastic flash and gates) and mix it with virgin polymers to reduce waste. All activities are concurrent.

NPL Construction Company, Tucson, AZ

Inventory Management Specialist August 2015 – May 2021

Track and maintain an inventory accuracy of +/- 1.0% of the customer's (Southwest Gas, a regional utility company) materials, using the customer's proprietary software. Use Excel extensively to download data from customer's supplier portal to create a database to verify, maintain and track their inventory. Maintained physical inventory in anywhere from three to nine different warehouses, as well as inventory on eighty company trucks, located throughout Southern Arizona. Ordered consignment inventory, negotiated, and scheduled large deliveries of steel with transportation companies. Conduct quarterly spot inventories to ensure that we meet the customers' mandatory yearly allowances. Set up and close out warehouses as needed throughout the region.

General Tool & Supply, div of Motion Industries, Tucson, AZ

Customer Service July 2008 – December 2014

Opening the store, preparing the cash drawer, quoting, sourcing, ordering, and expediting. Ensured profit margins were correct, and the system cost was correct. Picking orders and handling cash and credit card transactions. Communicated with the customers in person, via phone, email and fax.

Vending Specialist July 2008 – December 2014

Implemented and serviced inventory management systems in the US and Mexico and tailored them to each customer's needs. Responsible for the total implementation. This included determining the optimal vending and software systems for the customer, obtaining customer item and item usage data to create the database for software platform. Determined the most efficient process flow, installed the software and vending machines and organized cribs. Wrote procedures, provided training, usage and cost savings reports for both parties.

DECO Tool & Supply/Prism Division, Davenport, IA

Project Manager September 1998 – June 2008

Started as a Project Coordinator, became an On-Site Manager and left as a Project Manager. Performed all aspects of Vending Specialist at General Tool & Supply. However, this entailed more in-depth responsibility for the day-to-day operations at the customer's sites. Responsible for all levels of inventory management. Purchasing, receiving, stocking, and expediting the customer orders. Updated customer pricing, ran cycle counts, analyzed order points, inventory levels, lead times and processed returns. Managed dead/obsolete stock, consolidated databases and inventories between multiple customer facilities, reconciled invoices and provided internal and external reporting. Hiring employees, performance reviews, training customer and DECO employees, gather data and create databases with which to analyze and develop new performance metrics, internal and external customer service, trouble shooting, conducting meetings, and negotiating pricing with suppliers.

Sauer-Danfoss, Freeport, IL

Crib Attendant 1993 – August 1998

Purchasing, receiving, stocking, and expediting MRO, tooling, and gaging items.

Malcolm Eaton Enterprise, Freeport, IL

Developmental Training Aide 1992 – 1993

Aided developmentally challenged adults in work, home, and public environments. Organized and participated in group and individual activities in all types of settings with different ability levels. Assisted in daily health, hygiene and living skills.

First National Bank, Freeport, IL

Data Processor/Accounting/Wire Transfer 1984 - 1992

Processed the bank's daily transactions, encoded checks, key punched, balanced double entry general ledger and ATM transactions, performed wire transfers and the bought and sold money through larger banks and the Federal Reserve.

Education

Freeport High School Freeport, IL

Highland Community College – Banking and computer classes

Padgett-Thompson Seminars

AutoCrib Vending Training –

Daily operations, Program administration, Database Creation, Software, and mechanical/electrical troubleshooting

Computer Skills

Possess strong computer skills which include experience in CribMaster and AutoCrib Inventory Management Software, MP2 Maintenance software, Microsoft Word, Excel, Access, PowerPoint, SQL Server and Outlook, Epicor P21 Distribution Software, Seagate Crystal Reports, TeamViewer, LiveMeeting, Lotus Notes, and 10-key.

References available on request.