Elena Brooks

Supply Chain Manager

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Summary

Supply chain manager with eight years of experience across material planning and supplier coordination for industrial products. Leads a small planning team and connects demand changes, supply constraints and inventory decisions through documented reviews.

Experience

Jan 2023 - Present

Supply Chain Manager, Example Redmere Industrial Products

Cleveland

- Lead four planners supporting material availability for two assembly sites and 65 active component suppliers.
- Run a monthly demand and supply review with sales, production and finance, recording decisions and unresolved constraints.
- Introduced a weekly exception review for late supplier commitments and critical stock shortages, assigning owners and follow-up dates.
- Reviewed excess-stock proposals with finance and engineering before changes to replenishment settings or disposition decisions.

Jul 2018 - Dec 2022

Material Planning Analyst, Example Hawthorn Manufacturing Group

Cleveland

- Maintained material plans from approved demand inputs and investigated shortages with purchasing and production teams.
- Prepared supplier delivery and stock-cover reports, documenting data corrections before monthly reviews.
- Supported the introduction of a new product family by tracking component readiness and unresolved supply risks.

Education

Bachelor of Science, Operations management 2014 - 2018

Example Redmere College

Skills

Planning: Demand and supply reviews, Material requirements planning, Inventory analysis, Exception management

Leadership: Planner coaching, Cross-functional coordination, Decision records, Supplier escalation

Systems: ERP planning module, Excel, Supply dashboards, Master data review

Fictional sample from ResumeGuru. Names, employers and achievements are illustrative.
www.resumeguru.ai/resume-samples/supply-chain-manager-resume-sample