

# TIMOTHY M. MARSHALL

Home: (614) 825-0057  
Mobile: (740) 603-2390

[Timmars12@yahoo.com](mailto:Timmars12@yahoo.com)

5702 Ironwood Court  
Columbus, Ohio 43229

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## Supply Chain Management/Logistics/Procurement

*Determined, energetic, and motivated professional with several years of sales experience. Skilled at promoting and representing my employers and their initiatives through relationship building, account organization, and priority management. Results driven work ethic with intense desire to pursue opportunities that encourage growth.*

### **KEY PROFICIENCIES:**

**Employee Relations / Finance Management / International Commerce / Inventory Management / Sales / Customer Service / International Shipping / Material Needs Analysis / Strategic Partnerships**

### **BUSINESS OPERATIONS:**

- Managed daily operations: Daily operations included purchasing, budgeting, daily sales reports. Resourcefulness in conducting business to facilitate goals and company mission. Supervised and coached managers and employees weekly.
- Managed to increase the effectiveness and efficiency of Support Services and staff through improvements to each function
- Facilitated the coordination and communication between support and business functions.
- Drive initiatives in operations and organizationally contributed to long-term excellence.
- Coordinated with management to contribute to the development and implementation of organizational strategies, policies and practices.
- Led employee training initiatives: Trained employees in proper procedures and codes set forth by county and state regulations
- Management oversight of inventory, placing orders, and equipment and supplies.
  
- **RETAIL MANAGEMENT:** Managed retail footwear stores in Ohio and California with inventories in excess of \$2 million. Tracked product inventory and monthly sales; planned, directed and executed sales/fundraising promotions often working with local media; hired, trained and mentored sales staff and supervisors; exceeded assigned revenue quota increasing sales 10-15 per cent annually; responsible for forecasting of seasonal products, setting sales quotas and goals for staff.
- Customer service: Managed relationships with customers, improving the relations of customers with positive results. Monitored sales activities to ensure that customers received satisfactory service and quality goods.

- Responsible for staff hiring and retention: Responsibilities included training all managers and staff in company procedures and mission. Conducted regular meetings to improve selling techniques and motivation of staff.
- Inventory control: maintained inventory level and reorder when inventory drops to a specified level.
- Trade show responsibilities: Attended trade shows to manage and build relationships with suppliers, build new relationships with potential suppliers. Purchase inventories for upcoming season.
- Established and implemented policies, goals, objectives, and procedures for their department.

**SALES:**

- Worked as part of a Sales Team: was responsible for selling, motivating employees. Providing detailed information about product to the customers. Prepared customer records and giving the highest level of service to each customer individually.
- Assisted in sales efforts: Planned for sales promotions with the local media. Organized promotional events and fundraisers
- Exceeded assigned revenue quota: Responsible for forecasting of seasonal product, setting sales quotas and goals for staff. Exceeded sales volume and revenues previous years.

**COMPUTER COMPETENCIES**

Microsoft Office Suite including Access, Word Power Point and Excel

**EDUCATION**

**COLUMBUS STATE COMMUNITY COLLEGE** **Columbus, Ohio**  
*Associates Degrees in International Commerce and Supply Chain Management* *2010*

**FRANKLIN UNIVERSITY** **Columbus, Ohio**  
*Supply Chain Management* *Present*

**ORGANIZATION & COMMUNITY INVOLVEMENT**

Council for Supply Management Professionals (CSCMP)..... 1 yrs  
 Vice President of Supply Chain Management Club at CSCC.....2yrs.  
 Institute for Supply Chain Management (ISM).....2yrs.

References provided upon request