



Expeditor

SALARY RANGE (2017): \$55,000-\$91,000

I am a key piece of supply chain management within a company. I am the person who handles where products are and where they need to be. I ensure that people receive the things that they need on time and know what is happening if they don't. I am an orderly person and understand complex systems that need a great deal of attention. My company relies on me to bridge gaps in product movement and satisfy the consumer and the supplier.

The Tip: All managers are storytellers. But storytelling is a skill you need to learn and practice. Take courses and find opportunities to practice your storytelling.

PRIORITY KNOWLEDGE AND SKILLS:

Customer Relationship Management

Knowledge & ability to:

- Apply principles of CRM
- Manage a sales process
- Compelling presentation & report writing
- Develop & execute a distribution strategy
- Leverage e-commerce
- Develop & execute a merchandising strategy
- Leverage co-operative marketing
- Provide customer support
- Develop & execute a pricing strategy

General Management

Knowledge & ability to:

- Manage budgets
- Manage projects
- Negotiate contracts
- Conduct competitive analysis
- Conduct environmental scan
- Leverage contextual knowledge
- Analyze data & leverage business intelligence
- Develop and manage forecasts
- Manage business intelligence and analytics
- Negotiate and manage contracts

Internal Supply Chain Management

Knowledge & ability to:

- Collaborate with partners in product/service design
- Manage inventory and warehousing
- Manage order fulfillment
- Manage transportation logistics
- Design, establish and manage related contracts
- Identify and develop strategic sourcing relationships
- Establish strategic and tactical SCM plans and processes

BUILDING BLOCK EXPERIENCES:

Education & Learning:

- Bachelor of Arts (Sociology) minor in SCM
- Voracious consumer of psychology resources including the [Hidden Brain](#) podcast

My education in sociology, combined with SCM training gives me a valuable combination of understanding human interaction and the processes to deliver on our operational commitment. When I thought about my education “mix,” I focused on making it my

<p>Employment Experiences:</p> <ul style="list-style-type: none"> ● Summer job with tourism bureau while in university ● Managed student union website at school ● Started career as a project coordinator for a non-profit foundation ● Recruited as a project coordinator for one of the largest railway companies in North America. After two years, I was promoted to my current role as an expeditor. 	<p>unique asset.</p> <p>What I do every day is the intersection of what I'm good at, what I love to do and making a living. I love working with people and I love managing details. In the past decade, I had diverse experience in tourism, non-profit and now rail. In my current role, I still have a steep learning curve before I pursue a new challenge.</p>
<p>Community Experiences:</p> <ul style="list-style-type: none"> ● On the board of local non-profit ● Lead content curation for a local marketing association's digital channels 	<p>I learned a lot by doing. I gained proficiency with the tools I need for my job, but also learned what resonates with different audiences.</p>
<p>Contextual Experiences:</p> <ul style="list-style-type: none"> ● I am a voracious consumer of popular culture and the factors that drive trends 	<p>It sounds silly, but I focused on becoming famous in my organization for being the person who knows what's going on with everyone. This is part of my unique value proposition.</p>
<p>Relationships:</p> <ul style="list-style-type: none"> ● Seeks mentors who are opinion leaders with diverse experiences 	<p>I need to be social and easy to get along with because if I am, people will let me into their world and allow me to document their stories and trust I will act in their best interest.</p>