

Kevin T. Anderson
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Objective: To secure a challenging position in production/procurement management where my experience can contribute to organizational success.

Employment: Computer Technician: 2005 to 2010

COMPU CARE SERVICES, INC., Spring Grove, IL.

Responsibilities included scheduling customers on-site to determine malfunctions with equipment, removed/replaced damaged material, and performed preventive maintenance on balance of system. Prepared documents for accounts receivable. Maintained inventory of parts for multiple locations and purchased materials for custom type units.

Purchasing Agent: 1999 to 2005

ENVISION MANUFACTURING, INC., Morrisville, PA.

Responsibilities included purchasing of raw materials, castings, and barstock in multiple types of materials and procurement of tooling required for manufacturing in-house and sub-contracting of items to be machined by various vendors. Executing M.R.P. (Material Requirement Planning) system commands driven by just-in-time environment. Specific areas of experience included inventory control, M.R.P. systems and exotic types of materials and included procedures for supplying medical field from custom specifications

Purchasing Agent: 1996 to 1999

MILTON ROY CORP., Ivyland, PA.

Responsibilities included purchasing of castings, barstock, plates, fasteners, gaskets, and various MRO items. Subcontracting of machine parts from outside vendors based on price and delivery with quality as a main interest. Enhancing production schedules by visits to vendors to assure completion of delivery time.

Purchasing Agent: 1992 to 1996

T. THERMAL, INC., Conshohocken, PA.

Responsibilities included purchase of castings, electronic components, valves, fasteners, flange, piping connections and plate in various sizes and materials. Negotiated with current and potential suppliers concerning price. Enhanced production schedules by visits to vendors to assure completion of deliveries.

Company Coordinator: 1991 to 1992

MICROM CORP., Warminster, PA.

Responsibilities included coordinating with contract administrators on delivery dates, developing labor and material cost elements, calculating

man-load hours in several departments, procuring materials on schedule, directed production planning, all with a primary goal of shipping product with a minimum of lead time at the lowest cost.

Materials Manager: 1980 to 1991

J.E. LONERGAN CO., Philadelphia, PA. (Now located in Indiana)
Responsibilities included supervising planning, purchasing, scheduling machine shop, material procurement, expediting purchase order delivery, sub-contracting machining to meet production schedule. Specific areas of experience include material requirements planning systems, technical knowledge of springs, castings, barstock, fasteners, ferrous and non-ferrous materials, nuclear/government purchasing, and sub-contract machining.

Producing Planning Supervisor: 1979 to 1980

PRODELIN, INC., Hightstown, New Jersey
Responsibilities included planning and procuring materials for customers' orders monthly, calculating lead times of manufactures materials with safety stock levels, initiating routing system in storage and shop areas, and instrumental in change-over from manual inventory control to computerized control.

Senior Production Planning Manager: 1968 to 1979

EATON YALE AND TOWNE CORP., Philadelphia, PA.
Responsibilities included multiple plant planning for materials, training of personnel in new locations during corporate expansion, monitoring inventory, organizing and trouble-shooting routine cycle counting with stockroom supervisors to insure 100 percent accuracy. Review of daily M.R.P. (Material Requirement Planning) report to launch work orders for manufactured parts in house and created blanket orders with vendors.

Military Service: UNITED STATES ARMY: 1970 TO 1972
Served in Vietnam Campaign. Honorable Discharge September 1972.

Education: AMERICAN PRODUCTION AND INVENTORY CONTROL SOCIETY
Bucks-Mont Chapter #146, Fort Washington, PA
Certification for successful completion of the APICS Education Program, 1975.

PHILADELPHIA COMMUNITY COLLEGE, Philadelphia, PA.
Business Administration Courses – 1973, 1974