



# Matthew Sprague

Supply Chain Manager

270 Allengate Ave., Pittsfield, 01201

(413) 281-1782

Matthew.Sprague@premiumwaters.com

## Skills

Inventory control

*Experienced*

Raw materials management

*Experienced*

Forklift certified trainer

*Experienced*

Excel skills

*Experienced*

Microsoft Outlook

*Experienced*

Production scheduler

*Experienced*

BOM management

*Experienced*

Warehouse management

*Experienced*

Warehouse optimization

*Experienced*

Team leadership

*Experienced*

Supply chain optimization

*Experienced*

Supply Chain Manager with 23 years of extensive expertise in optimizing supply chain and warehouse operations. Demonstrates exceptional skills in inventory control, production scheduling, and team leadership, leveraging advanced Excel capabilities for data-driven decision-making. Committed to fostering innovative practices and sustainable solutions to drive operational excellence and cost efficiency.

## Employment history

*2019 - Present*

### Supply Chain Manager

Premium Waters at Pittsfield, MA

- Manage Excel-based inventory tracking, spring water usage, and production forecasting for efficiency.
- Enhance MRP system, improving supply-demand analysis and streamlining material requirements.
- Implement data-driven forecasting methods, ensuring accurate resource allocation and inventory levels.
- Ensure safety compliance, maintaining high production standards and team efficiency.
- Leveraged Excel for inventory tracking and production management, implementing data-driven forecasting methods to enhance resource allocation accuracy.
- Developed strategic production schedules, balancing line capacity and priorities to meet deadlines and maintain optimal inventory levels.

*2017 - 2019*

### Warehouse manager

Ice River Springs at Pittsfield, MA

- Managed warehouse operations, optimizing inventory and streamlining processes for efficiency gains.
- Implemented a new warehouse management system, improving tracking accuracy and reducing order times.
- Developed training programs, boosting staff productivity and morale through enhanced team dynamics.
- Analyzed data to identify bottlenecks, implementing solutions to reduce operating costs while maintaining service levels.
- Introduced sustainable practices, aligning with eco-friendly goals and reducing waste through recycling initiatives.

2001 - 2017

## **Dispatcher/Operation Shift Supervisor**

A. Duie Pyle Inc. at Albany, NY

- Motivated employees, fostering a results-driven environment and ensuring compliance with safety regulations.
- Inspected terminal facilities and trucks for OSHA and DOT compliance, addressing any issues promptly.
- Managed workforce for timely deliveries, optimizing routes and schedules to meet customer expectations.
- Conducted performance reviews, implemented corrective actions, and trained new employees on safety protocols.
- Enhanced operational efficiency through effective load placement and use of computer-generated tools.
- Drove operational excellence by strategically assigning routes and equipment. Monitored P&D execution, addressing performance issues to meet customer expectations.

## **Education**

2001

Wahconah Regional High School at Dalton, MA

Sep 2001 - Sep 2002

Berkshire Community College at Pittsfield, MA

1 year

## **Courses**

**HAZWOPER trained**

**OSHA certified**

**HACCP Certified**

**PWI 101 training**

**Forklift Train the trainer Certified**

**Lean 101 Certified**

Feb 2020 - Feb 2024

**Intermediate Microsoft Excel 2019/Office**

Ed2go

## **Additional information**

### **Specialty Skills**

- Inventory control and raw materials management in JDE and SAP
- Forklift certified trainer
- Experienced in Excel skills utilizing many functions, formulas, macros and pivot tables,
- Experienced in Microsoft Outlook
- Production scheduler for 3 lines
- BOM management for 300 items
- Warehouse management of 255,000 sq. ft. facility