Vyacheslav Andriyevskiy

 (416) 834-45-85 | hoddt.355@gmail.com

***Profile***

An enthusiastic, hardworking, and conscientious graduate with a Bachelor of Commerce (Honours) Co-op degree from the Asper School of Business. Possessor of over 3 years of professional work experience in the spheres of logistics and transportation. Known by peers as a reliable and punctual individual with highly developed communication, teamwork, multitasking, and time-management skills.

***Education & Academic Achievements***

**Bachelor of Commerce (Honours) Co-op Program** September 2016 – August 2021

Asper School of Business, University of Manitoba

Majors: Logistics and Supply Chain Management/Marketing

* Member, University of Manitoba Supply Chain Organization (UMSCO)

**College Diploma** January 2015 - May 2016

Seneca College of Applied Arts and Technology

Program: International Transportation and Customs

***Work Experience***

**Outbound Logistics Coordinator (Full-time)** October 2021 - Current

ROVE Concepts – Vancouver, BC

* Coordinating day-to-day flow of goods from the warehouses to the end customers via orders submissions, cancellations, and amendments resulting in timely and accurate deliveries.
* Liaising with the customer care department, warehouses, and carriers to resolve shipping issues and inquiries.
* Being the in-house go-to person for the customer care agents from the logistics team regarding warehousing and final mile delivery processes and procedures.
* Creating shipping documentation and organizing the departmental information.
* Performing training and supervising functions over new and junior employees resulting in their quick professional development as well as the expansion of the scope of knowledge.
* Working with the upper management on locating and reporting system-related issues and errors to the development department for timely corrections.

Vyacheslav Andriyevskiy

 (416) 834-45-85 | hoddt.355@gmail.com

**Student Rail Transportation Coordinator (Full-time)** January 2020 - September 2020

 **(Part-time)**  September 2020 - April 2021

Richardson International – Winnipeg, MB

* Communicated the information with the company`s plants and elevators as well as railway operators to coordinate the switching of train cars within the yard of railroad, industrial plant, or similar location to facilitate loading or unloading, resulting in efficient and timely orders completion.
* Created a wide range of reports to provide the coworkers with the most recent information on the location, status, and demurrage of the cars to facilitate accurate decision-making.
* Performed daily Invoicing function resulting in proper invoices and bills of lading issued to the client companies for completed orders.
* Communicated the required orders` composition with the company`s plants and elevators and makes order changes in the company`s internal software depending on the availability or readiness of a certain product to successfully execute the sales contracts.

**Customs Administrator (Full-Time)** May 2019 - August 2019

 **(Part-Time)** September 2019 – December 2019

Bison Transport – Winnipeg, MB

* Accurately processed electronic manifests for the loads entering Canada and the U.S. through the organization`s software, resulting in a timely and successful border crossing of the shipments.
* Troubleshot and assisted with a wide variety of customs-related issues that truck drivers may face when appearing at the border port of entry.
* Processed and sent the necessary paperwork for customs clearance to customs brokerage companies; followed up to ensure the documents are received and being worked on to avoid delays.
* Prepared documentation envelopes for the drivers in advance, as well as verified the documentation packages for the completed shipments.

***Technical & Language Skills***

* Bilingual: English, Russian; currently learning French.
* Strong knowledge of Microsoft Office, including Word, Excel, Outlook, and PowerPoint.
* Knowledgeable about Incoterms and HS Tariff Classification.