**Joseph E. McShane** 2020 South Congress, #2120 **·** Austin, TX 78704

www.linkedin.com/in/joemcshane33 **(832) 217-7894 · joe\_mcshane1@alumni.baylor.edu**

**CAREER PROFILE**

Supply chain management candidate seeking a position that will utilize applicant’s strong analytical and communication skills. Strengths include excellent decision-making capabilities and proficiency in verbal and written communication. In addition, the candidate has experience with procurement in SAP and NetSuite. Candidate’s strengths in the supply chain area include vendor management, price negotiation, and cost reduction. Team player with an emphasis on accountability. Proficiency with Excel and other Microsoft Office Suite products.

**EDUCATION**

**BAYLOR UNIVERSITY** –Waco, Texas **May 2022**

**Bachelor of Business Administration**

* Supply Chain Management / Human Resources; GPA 3.5
* Dean’s List – Spring 2019, Spring 2021, Spring 2022

**EXPERIENCE**

**Screen Innovations – Austin, TX June 2022 – January 2024**

*Buyer*

* Processed purchase orders and requisitions for materials, supplies, and equipment through NetSuite.
* Maintained professional relationships with vendors, contractors, and suppliers in a manufacturing environment.
* Worked with engineering on new parts quoting and procurement, as well as on QC & cost reduction of items.
* Acted as the company’s representative in negotiations with suppliers.
* Maintained inventory levels for direct materials and MRO items as well as forecasting usage for 450+ items.
* Responsible for documenting and initiating SCAR process on $150,000+ worth of damaged or out of tolerance items.

**Talitha Koum Institute - Waco, TX January 2022 – May 2022**

*Part-Time Consultant*

* Improved operations by providing social media recommendations on 3 separate platforms & website redesigns.
* Realized $600 in cost saving initiatives in evaluating social media management tools and potential alternatives.
* Maintained professional relationships by dealing with resistance and potential issues with proposed changes.

**Lisa Roth Design – lisarothinteriors.com - Austin, TX Summer 2021**

*Website Designer/Consultant*

* Worked with small business consultant to launch a new interior design company.
* Developed and implemented website design with room-by-room layout.

**Photo Dog ATX – photodogatx.com - Austin, TX Summer 2020 - Present**

*Owner/Photographer*

* Established niche photography business for real estate professionals during COVID-19 pandemic for MLS Listings and Social Media posts utilizing Adobe Lightroom and Photoshop.
* Engaged directly with realtors and real estate investors and maintained short turn-around times.
* Utilized Adobe Lightroom and Photoshop to produce high-quality HDR photos for realtors and social media.

**ACTIVITIES & AWARDS**

* Lean Six Sigma Certification – Black Belt
* MOW/Austin Pets Alive - Volunteer
* Beta Kappa Gamma Fraternity – Spiritual Chair
* MS Office Suite Certified
* Conversational proficiency in Spanish