

# SUSAN STORM

Ottawa, ON | 613-727-4723 | stor0122@algonquinlive.com | www.linkedin.com/in/sstorm

## PROFILE

Dedicated and detail-oriented Supply Chain Management student with strong foundation in global supply chain operations, logistics and procurement. Proven ability to analyze and optimize supply chain processes to ensure efficiency and cost-effectiveness. Adept at using industry-standard software tools to manage inventory, forecast demand, and coordinate with suppliers.

## SUMMARY OF QUALIFICATIONS

- **Inventory Management:** Proficient in managing inventory levels to meet demand, ensure quality, and minimize costs.
- **Data Analysis:** Skilled in analyzing supply chain data to identify trends, forecast demands and support strategic decision-making.
- **Logistics Coordination:** Experienced in coordinating logistic operations including transportation, warehousing, and distribution.
- **Technology:** Trained in using Enterprise Resource Planning (ERP) software and Microsoft Office Suite (Word, Excel, PowerPoint, Project) to support supply chain processes.
- **Compliance:** Adhere to relevant legal, regulatory, and contractual obligations to mitigate risk and enhance quality, health, and safety.
- **Problem-Solving:** Strong ability to identify issues and implement effective solutions in a timely manner.
- **Communication:** Excellent verbal and written communication skills to collaborate with suppliers, team members, and stakeholders.
- **Teamwork:** Able to work effectively in team settings, contributing to group projects and achieving common goals.

## EDUCATION

**Graduate Certificate, Supply Chain Management – Global** Sept. 2024 – Present  
Algonquin College, Ottawa, ON

**Bachelor's Degree, Commerce (Honours)** Sept. 2018 – Jun. 2022  
KCA University, Nairobi, Kenya

## ACADEMIC PROJECTS

**Sustainable Procurement Initiative** Jan. 2025 – Apr. 2025  
Algonquin College, Ottawa, ON

- Conducted extensive research to identify suppliers offering environmentally friendly and ethically sourced materials, creating a database of approved sustainable suppliers.
- Performed a comprehensive cost-benefit analysis to compare the long-term financial and environmental impacts of sustainable procurement versus traditional methods.
- Collaborated with a cross-functional team to develop a holistic sustainable procurement strategy with clearly defined objectives, targets, and key performance indicators (KPIs).
- Presented model to stakeholders, highlighting the long-term benefits and potential return on investment including savings from waste reduction and enhanced brand reputation.

# SUSAN STORM

Ottawa, ON | 613-727-4723 | stor0122@algonquinlive.com | www.linkedin.com/in/sstorm

## Demand Forecasting Model

Sept. 2024 – Dec. 2024

Algonquin College, Ottawa, ON

- Developed a sophisticated demand forecasting model for a consumer goods company, utilizing historical sales data, market trends, and seasonal patterns.
- Employed statistical methods and software tools such as Excel and R, to analyze data and generate accurate forecasts of key trends and gain insights into demand drivers.
- Used advanced data visualization techniques to present findings to stakeholders, providing recommendations for demand planning to optimize inventory levels and reduce stockouts.

## WORK EXPERIENCE

### Finance Officer

Oct. 2022 – Aug. 2024

Zeraki, Nairobi, Kenya

- Managed and reconciled bank transactions, processed vouchers, and handled petty cash, ensuring accuracy and compliance with financial policies.
- Prepared comprehensive financial reports, including budget vs. expenditure reports and donor financial reports, to support organizational transparency and accountability.
- Conducted regular financial analysis to support decision-making and strategic planning, identifying trends and providing actionable insights.
- Utilized accounting software such as QuickBooks to manage financial records, streamline processes, and improve efficiency.
- Collaborated with cross-functional teams to support financial planning and budgeting processes, fostering a culture of financial responsibility.

## VOLUNTEER EXPERIENCE

### Event Coordinator

Nov. 2024 – Present

Friends of the Central Experimental Farm, Ottawa, ON

- Planned and coordinated various community events, including fundraisers, workshops, and social gatherings to raise funds and create organizational awareness.
- Managed event logistics including venue selection, vendor coordination, and scheduling to ensure smooth execution.
- Assisted in developing and managing event budgets, ensuring cost-effective use of resources, and identifying creative opportunities for revenue generation and sponsorship.

## MEMBERSHIPS

### Student Affiliate

Sept. 2024 – Present

Supply Chain Canada (Ontario)

## CERTIFICATIONS & TRAINING

### SAP ERP Essential Training

Dec. 2024

LinkedIn Learning, Online

### R for Data Science: Analysis and Visualization

Oct. 2024

LinkedIn Learning, Online