

## **Patrick Cornish – Skills Outline**

### **I. Professional Skills**

- Strong negotiation and procurement abilities, achieving measurable cost savings
- Strategic supplier relationship management
- Inventory coordination and supply chain optimization
- Data-driven decision making and process improvement

### **II. Technical Skills**

- Proficient with ERP systems and procurement software
- Advanced Microsoft Excel (formulas, pivot tables, data visualization)
- Familiarity with project management tools (e.g., Asana, Trello, MS Project)
- Ability to learn new tools and systems quickly

### **III. Communication & Leadership Skills**

- Effective verbal and written communication across teams and vendors
- Collaborative team player with a focus on mentoring and coaching
- Skilled at presenting ideas and reports to stakeholders
- Experience leading projects and guiding cross-functional teams

### **IV. Problem-Solving & Adaptability**

- Strong analytical and critical thinking skills
- Ability to identify inefficiencies and implement process improvements
- Adapts quickly to changing priorities and tight deadlines
- Resourceful in solving problems with limited information

### **V. Personal & Professional Attributes**

- Results-driven with a focus on operational excellence
- Detail-oriented and highly organized
- Committed to continuous learning and professional growth
- Demonstrates integrity, accountability, and reliability