

Alissa Brixius

6841 173rd Street West, Farmington, MN 55024 • 507.351.1961 • alissa.michels@gmail.com

Education

Bachelor of Science, Health Science, Community Health, May 2008

Minor in Gerontology

Minnesota State University - Mankato, Mankato, Minnesota

GPA: 3.6, Magna Cum Laude, Dean's List

Professional Experience

Logistics and Customer Service Manager, Groupe Roullier – Timab Magnesium & Phosphea, April 2016 – Present

- Direct and oversee the operations management of 50,000 tons/year imported magnesium and phosphate commodity and specialty products into the United States and Canada for four separate business units under the North American Groupe Roullier, Timab Magnesium and Phosphea subsidiaries
- Analyze current operation methods, strategies and procedures and implement improvements in global supply chain and customer service practices to reach optimal results
- Responsible for the replenishment forecasting and procurement of stored goods in North America with a yearly average spend of \$6M
- Manage the imported products through all aspects of transportation from origin to destination strategically employing a variety of logistical transportation modes every year including multiple chartered conventional vessels, hundreds of ocean container shipments, 15+ barges, rail, drayage, and 2,000+ truck loads always seeking to optimize cost throughout the supply chain
- Responsible for evaluating, negotiating, selection, and establishing contracts with all operations providers to manage costs, increase profitability of orders, and maintain legally binding and professional relationships
- Focus largely on the cost and quality standards of storage and handling of our products in 14+ warehouses conducting quality control audits yearly, maintaining true inventory balances to eliminate gaps and shrink and documenting zero points
- Oversee, recommend and hold partners and selves responsible for the CGMP and HACCP quality measures required to ensure FDA FSMA compliance and ultimately safe and traceable feed products
- Communicate with suppliers, warehouses, stevedores, vessel agents, surveyors, customs brokers, freight forwarders, carriers, etc. to build and maintain relationships
- Manage the commercial, administrative and logistical processing of client orders from order placement to fulfillment and billing meeting goals for service, cost, and timeliness
- Lead and give daily direction, support and mentorship to staff of four Operations Specialists concentrating mainly in logistics and customer service as well as help them manage the working relationships between themselves and others in the organization
- Ensure Timab and Phosphea's internal understanding and record keeping maintain accurate and up to date compliance in all state and federal regulatory and import compliance laws
- Address and manage all internal and external complaints and quality issues, and seek timely and fair resolutions

Import/Export/Material Planner, Flagstone Foods, September 2012 – April 2016

- Led and directed day-to-day and long-term strategic international transportation activities for parent company of two operating companies, Ann's House of Nuts and Ampport Foods
- Merged, streamlined and enhanced the importing and exporting operations of the two operating companies to form one comprehensive and consolidated international logistics department
- Independently managed \$5M annual freight spend for over 1300 international shipments a year from 10+ countries for high value ingredients with a combined value of over \$150M
- Accountable for all carrier negotiations, selection and maintenance of all international transportation rates and contracts
- Partnered with senior leadership at parent company, TreeHouse Foods, to leverage freight volume when negotiating ocean rates; RFQ/RFP process utilizing SciQuest resulted in over \$2M annual ocean freight savings across TreeHouse Foods
- Managed strategic relationships with external partners such as freight forwarders, steamship lines, customs brokers, ingredient vendors and commodity brokers

- Meticulously controlled all internal communication and cross-functions for imported raw goods and exported finished goods
- Provided and actively pursued well thought out, cost-effective and efficient movements of imported and exported product
- Supplied procurement and other internal departments with reliable, accurate and SOX compliant information related to all international shipments
- Ensured 100% compliance with FSMA, SOX, Free Trade Agreements, FDA, USDA, CBP as well as other Federal and international trade laws
- Analyzed international supply chain for risks and proactively developed mitigation strategies where needed
- Piloted the exporting of ingredients for new sales business ventures
- Material planned highest cost imported ingredients for senior leadership worth a total \$110M
- Trained, managed and mentored new hires as support to my key functions

International Documentation and Logistics Specialist, Renewable Products Marketing Group, August 2010 – September 2012

- Collaboratively opened new division within company to export dried distiller's grains
- Adapted existing internal accounting, legal, and banking procedures to the standards of the international market
- Designed and managed a trade-specific logistics and documentation management system that enhanced accuracy and improved efficiency by 40%
- Leadership role in international logistics and supply chain management
- Communicated with internal and external customers to ensure timely processing of export shipments
- Managed accounts receivable to ensure timely collection of payment
- Negotiated documents under Documentary Collections, Letters of Credit, and direct payments
- In charge of preparing and compiling applicable export documentation required for specific destinations in compliance with differing export laws and regulations
- Ongoing review of industry requirements
- Led research and development projects for international grain logistics and corn oil markets
- Responsible for data organization and management of 10+ corn oil producing plants which RPMG markets for and generates approximately \$65M/year in annual revenue from 20+ customers
- Developed and maintained key relationships with customers, logistic providers and plant staff for accurate inventory and logistic planning
- Trained and mentored new employees

International Documentation Specialist, J.D. Heiskell & Company, September 2009 – August 2010

- Received extensive training and mentoring from two highly skilled international traders who have a combined 40 years experience. These mentoring relationships continue to this day.
- Created international trade documents for Letters of Credit, Documentary Collections and direct payments
- Accounting responsibilities for both accounts payable and accounts receivable
- Prepared and audited export documentation for vessel shipments of grain
- Submitted timely document instructions to freight forwarders, independent surveyors, and other third party industry providers supporting timely processing of export shipments
- Supervised quality control of product shipments to include preparing and maintaining accountability of samples and reviewing lab analysis
- Trained and mentored 3 new employees

Additional Courses and Training

- Actively pursuing Supervision Certificate from the University of Minnesota College of Continuing & Professional Studies, September 2017 - present
- Completion of Food Safety Preventive Controls Alliance Course for Animal Food, September 2017
- Certificate of Completion in Microsoft Excel 2016 Level 1, 2 and 3 from Normandale Continuing Education, Fall 2017
- Association of Food Industries FSMA Training, April 2014
- Completion of numerous trade, compliance, and negotiating seminars, 2009 - present