

Carlos Bindert

[\(872\) 216 5337](tel:(872)2165337) | work@carlosbindert.com | [linkedin.com/in/carlosbindert/](https://www.linkedin.com/in/carlosbindert/) | [carlosbindert.com](https://www.carlosbindert.com)

EDUCATION

Rochester Institute of Technology

Rochester, NY

Bachelor of Science, Supply Chain Management

Expected May 2025

Saunders College of Business; Minor in Environmental Studies

Relevant Courses: Managing Supplier Relations; Lean Six Sigma Fundamentals (Yellow Belt);

Enterprise Systems; Principles of Safety; Project Management

OBJECTIVE

Seeking an in-person or hybrid role focused on supply chain, logistics, or procurement; **available June 2025.**

WORK EXPERIENCE

Amtrak (National Railroad Passenger Corporation)

Philadelphia, PA

Procurement Operations Intern – Capital Equipment and Leasing

May 2024 – Aug 2024

Executed dozens of non-inventory purchase requisitions in accordance with 2 CFR 200:

- Specialized in construction equipment and mobile storage unit rentals for jobsites in over 10 states.
- Solicited competitive quotes to achieve cost savings above expectations using the SAP Ariba suite.
- Tracked equipment on rent to proactively identify contract expirations & avoid equipment downtime.
- Worked with vendors to resolve invoicing issues at favorable payment terms.

D3 Engineering

West Henrietta, NY

Supply Chain Intern; Supply Chain Technician

Jan 2023 – May 2024

- Coordinated multiple concurrent printed circuit board orders at contract manufacturers.
- Tracked and mitigated component-level issues to maintain schedule and margins.
- Managed on-order liabilities valued over \$1 million, focusing on cash conversion cycle reduction.
- Oversaw vendor management efforts and transitioned 75+ vendors through new corporate structure.
- Created and implemented a new online system for tracking incoming to replace legacy spreadsheets, which cut time spent in meetings by 50%, flagged issues earlier, and improved stakeholder satisfaction.

OTHER WORK EXPERIENCE

Institute for Youth in Policy (Volunteer Work; 501(c)3 Nonprofit)

Remote

Head of Finance, Operations, Technology and Strategy

May 2021 – Present

- Monthly reconciliation, quarterly financial statement preparation, and annual compliance for finance.
- Website and internal system maintenance including analytics reporting, identity management, data security, and Airtable-based workflows with light overlap into APIs and JavaScript.
- Operated in a dozen different roles over 3 years overseeing up to 19 direct reports; utilized systems thinking concepts to drive impact, volunteer satisfaction, and KPIs in a funding constrained environment.

CAMPUS INVOLVEMENT

CENTER FOR CAMPUS LIFE

Rochester, NY

Club Operations Administrative Assistant; Finance Assistant

Aug 2021 – Present

- Completed monthly reconciliation tasks to ensure good standing for 250 student clubs and organizations.
- Approved workflows for budget spending to ensure compliance with all university standards.
- Took initiative to work around vendor delays & organized information during campus storage modernization.
- 2024 Student Life Award Recipient for effort towards improving the quality of campus.

ADDITIONAL INFORMATION

Strengths: AP/AR Management, Compliance, Tax Exemption, Process Optimization, Vendor Management

Software Experience: Airtable, CampusGroups, Excel, Quickbooks, SAP Ariba (Procure to Pay), Webflow