

# ERIN STARLING

eestarling@icloud.com • 402-995-9111 • 19326 N St Omaha NE 68135

---

## EDUCATION

---

### BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Kansas State University | Manhattan, KS | Expected: May 2025

Major: Operations and Supply Chain Management

Certificates: Investment Management, Strategic Selling

## WORK EXPERIENCE

---

### SUPPLY CHAIN INTERN

Kiewit | Omaha, NE | Jun 2024 - Aug 2024

- Collaborated with existing suppliers and sourced new vendors to negotiate pricing, terms, and delivery schedules, improving cost-efficiency, and maintaining project timelines
- Created and processed purchase orders, ensuring accurate documentation and record-keeping for future audits
- Organized and evaluated suppliers in Mexico to assess their level of risk, ensuring compliance with company standards and minimizing potential supply chain disruptions
- Analyzed concrete pricing trends from past projects to project future costs, aiding in budget forecasting
- Managed \$1.4 million in purchase order (PO) spend across 77 different projects nationwide
- Processed 520 POs, directly sourcing 10% of total POs to ensure competitive pricing and reliable supplier performance
- Collaborated with project teams to meet material needs, ensuring timely delivery and cost-effective procurement for large-scale construction projects

### AQUATICS/PROGRAMING SUPERVISOR

Lifetime | Omaha NE | Jun 2019 - Dec 2023

- Facilitated swim lesson registrations and coordinated payment plans for families
- Assisted in schedule creation and supervised staff, ensuring task completion, and managing pool deck rotations
- Conducted monthly performance reviews to support staff development
- Communicated swimmer progress and addressed behavioral or developmental concerns with parents/guardians

## MEMBERSHIPS & AFFILIATIONS

---

### GLOBAL SUPPLY CHAIN CLUB

Kansas State University | Nov 2022

- Attend meetings where there are guest speakers in order to learn about the supply chain industry
- Make connections with other people who have similar career interests

### MEMBER INVOLVEMENT CHAIR

Alpha Xi Delta | Oct 2021

- Assist with planning events for everyone to participate in
- Align schedules with other people hosting events to avoid overlapping events

## HONORS

---

### RECIPIENT

Heritage Scholarship | Fall 2021