

Gage Martin

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SUMMARY

Operations and business systems. Experience in purchasing controls, order logistics, billing, vendor management and reporting. I specify and review software for the work around an ERP or CRM; AI agents write most of the code under my direction and review gates.

EXPERIENCE

Logistics Manager | Purchasing and operations

January 2026 to present

- Consolidated more than 100 ad hoc buyers onto one approval pipeline with documented thresholds and an audit trail.
- Designed and rolled out three-way match across purchase order, delivery receipt and invoice. Added delivery receipts as a control point at the receiving yard.
- Authored more than 30 standard operating procedures, versioned with role acknowledgment.
- Built the daily operations brief for leadership: vendor scorecards, price anomaly flags, AP exceptions and AR aging.

Logistics Manager | Distribution logistics

January 2024 to December 2025

- Led a three-person order logistics team covering AP and AR billing, invoice processing and purchase order reconciliation.
- Managed order flow across 12 manufacturers and 23 national retail distributors, including chargebacks, advance ship notices and shipment disputes.
- Standardized order workflows across NetSuite, Cleartrack and SPS Commerce.
- Negotiated international vendor pricing under tariff volatility and foreign exchange exposure.

Director of Operations | Service operations

January 2022 to January 2024

- Ran daily operations, membership billing, payroll and scheduling for a 15-person staff serving 500 active members.
- Standardized billing work on Mindbody and HubSpot and retired parallel spreadsheets.
- Managed vendor purchase orders, inventory and returns, and reconciled supplier accounts monthly.
- Wrote standard operating procedures and staff onboarding programs.

EDUCATION

Bachelor of Science, Health Administration | University of Memphis

Additional coursework: more than 45 credit hours in business, finance and accounting.