**PRADISH**

[**PRADISH.357245@2freemail.com**](mailto:PRADISH.357245@2freemail.com)

**(Logistic Executive with 5 Years’ Experience)**

**Personal Details**

Gender: Male

Nationality: India

Marital Status: Single

Date of Birth: 27 October 1989

Seeking a challenging assignment in Logistics Industry to bestow my professional knowledge for career advancement and personal goals

**SUMMARY**

* Overall experience of 5 years in Logistic and Supply Chain Management
* Rich experience in customer service, sales order entry, project coordination and order management
* Working knowledge of worldwide accepted export procedures, shipping processes and possess deep knowledge of attaining sales and assurance for repeat custom
* Highly experienced in managing logistics activities
* Extensive knowledge of supply chain management
* Sound knowledge of basic administration operations
* Familiarity with warehousing and distribution concepts
* Ability to manage sea and air cargo operation

**EDUCATION**

* Bachelor of Science in Information Technology, Bharathiar University, Tamil Nadu, India (2011)

**CERTIFICATION**

* Completed PHP Certification from Aptech, India (2011)

**SKILL SET**

* Validating and Booking Orders in ERP(SAP and Oracle)
* Logistics management
* Trading
* Market investment
* Purchase order
* Inventory management
* Vendor management
* Warehouse management
* Price negotiation

**MAJOR ARCHIEVEMENTS**

* Received Best Performer Award from HP
* Developed and implemented a formula which saved lot of time and reduced manual work in excel for a particular process.

**WORK EXPERIENCE**

**Converge Electronic Trading Company, Bangalore India   Jun2014–Jan 2017**

**Sr. Logistic Executive**

* Validating Orders in Oracle ERP
* Managed daily shipments to customer as per company’s quality standards.
* Provided high-level shipment and purchasing support to eight plant locations as well as administrative support to the Purchasing VP
* Performed distribution services based on local and international regulations
* Reviewed shipment receipts in accordance with purchase orders.
* Expertly support and manage day-to-day purchasing operations Strategically source new vendors and manage existing vendor relationships for all indirect materials services and equipment
* Collect customer information including payment options and record for future reference and negotiate with customers for new business and also liaised with shipping and insurance companies
* Handle customer complaints and questions regarding problems with orders and troubleshoot on all sales order to identify and execute various enhancements to all management process
* Integrating Quote-to-Cash process in coordination with existing business tools
* Expert in vendor management inventories and support logistics, warehouse, compliance, finance, buyers & sellers

**Hewlett Packard Bangalore, India Dec 2011 - Mar2014**

**Logistic Executive**

* Validating Orders in SAP ERP
* Managed procurement and distribution operations within company
* Implemented best practices for inventory control and management.
* Served as primary contact for sub-contractors.
* Monitored supply chain management process and resolved any discrepancies.
* Stay inform on all company services and products and providing investment advice and market recommendations to clients
* Engage customers in order to provide to them what they need in terms of product and quality services
* Perform troubleshoot on sales order and execute all management processes
* Rich experience in purchase orders, sales orders, book invoice of clients through SAP

**AVAILABILITY**

* No bond obligation with the current employer
* Ready to relocate at the earliest

Reference: Available Upon Request.