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# Mathew

# [Mathew.372681@2freemail.com](mailto:Mathew.372681@2freemail.com)

## PROFESSIONAL OVERVIEW

An MBA with professional experience of 17+ years in Distribution, Supply Chain, Logistics, Cargo, Procurement, Inventory control, Channel sales, Sales of luxury and sporting goods and **Personnel** **Management of over 250 Employees**. Have the exposure in UAE and India with good forecasting and analytical skills.

## KEY STRENGTHS:

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| * Planning * Analysis * Forecasting | * Organizing * Result Oriented * Adaptability |

**Looking for a requirement as Operations, Distribution, Logistics or Warehouse Manager in any industry, have exposure of international documentation for customs clearance and procurement.**

**Achievements include:**

Always over achieved the targets, developed good relations with customers.

Won the second runner up for the “**Best TSE of Western Region**” in 2001-02 from UB SPIRITS DIVISION.

Won the Chairman’s Award for the **“Best Region”** for the same Year.

#### EDUCATION

* **Master’s in Management Sciences** with specialization in Marketing Management in 2000. From Indsearch College Pune University.
* **Master’s Program in Business Administration** with specialization in Marketing Management in 1999. From Bharitya Vidhya Peeth Pune.

#### CAREER HISTORY

**Currently** working with Columbus International Cargo Dubai as Operations Manager from January 2016.

***JOB RESPONSIBLITIES:***

Arranging timely deliveries and pickup of goods.

International documentation for customs clearance.

Arranging vehicles for outstation deliveries and coordinating with partners.

Coordinating with customs clearing agents for Air, Sea and Road customs clearances.

Payment collections, Staff salaries and general accounting of the company.

Worked from July ‘09 to Dec 15’ as Distribution and Depot Manager of **Coca Cola Beverages for Friend’s logistics**.

***JOB RESPONSIBLITIES:*** as Distribution and Depot Manager. (Indore division)

* Managing the staff of over 150 during the off season (6 months) and over 250 during the peak season (6 months).
* Responsible for the distribution of Coca Cola range of products for Indore city having a market share of around 85%, top most territory in India for market share.
* Managing to send around 30 vehicles during off season and more than 50 vehicles during the peak season with around 92% delivery rate including ready stocks vehicles and total sales of around 9 lacks cases during the year and same is for the primary unloading and sending the empty back to plant, so handling total of around 2.5 million cases.
* Maintaining the stock level in accordance with the sales, so as not to face any stock out position with maximum utilization of given space. Very quick rotation of stocks with limited space.
* Managing the clubbing and settlement of route sales and distribution.
* Minimizing the cost of labor and repacking material to maximize profits of the company.
* Getting the reports prepared like sales, stock and delivery rate to analyze performance.
* Motivating and controlling the staff to maximize their output in shape of positive results.
* Training the staff to minimize problems and to rectify on their own or with minimum help.
* Taking care of all the requirements of depot and staff (tangible and intangible)
* Preparing and distributing salary, commission, bonus and incentives of all the employees.
* Coordinating with company people to maximize output and performance.
* Support the employees morally, physically, mentally and monetarily.
* Getting the required finances arranged on time so not to face problems and to make the employees understand if there is any delay.
* Getting the employees shift prepared and arranging the alternative for absentees or leave requests.

Worked with **BIN HENDI ENTERPRISES** from March 2003 to June 2008 (Dubai, UAE)

***JOB RESPONSIBLITIES:*** as Sales Executive.

* Responsible for Dealers and Retail Network including duty Free.
* Responsible for few brands of Jewelry and sports watches and Sunglasses.
* Forecasting and Preparing of Budgets and Targets.
* Preparing Account Wise Targets and Achievements on Monthly basis.
* Targeting the right Customer base for the right Product.
* Pricing, retail, whole sale and duty free.
* Concentrating on Brand Building through Innovative Ideas.
* Preparing of proposals and suggestions for customer.
* Communicating with principals for procurements, negotiating discounts, availability etc.
* Conducting Promotions at Retails and floating Sales Incentives Schemes.
* Taking care of Merchandising and Display.
* Follow-up on Deliveries and Collections.
* Providing Training to the Sales people.

May 2001 - December 2002 **UB SPIRITS DIVISION** (United Breweries)

TSE (Territory Sales Executive)

**UB SPIRITS DIVISION** is the leading liquor manufacturing company with operations in India, Middle East and US.

The company is having the leadership in all the segments and its products are Bagpiper and McDowell’s.

***JOB RESPONSIBLITIES AS TSE:***

* Planning and forecasting of Sales Budget and Targets.
* Preparing Monthly, Quarterly and Yearly Targets.
* Analysis of Sales reports and preparing Audit reports.
* Taking care of Primary and Secondary Sales of the territory.
* Dealing with the Distributor and Retailers.
* Conducting Promotions at Retails and Institutions.
* Merchandising and availability of the products.
* Taking care of Promotional activities of the company.
* Settling down of claims by ensuring maximum profits of the company.
* Handling and providing the Primary and Secondary schemes of the company.

Feb 99 – April 2001 Technosoft Systems Pvt. Ltd.

***JOB RESPONSIBLITIES AS Sales Executive:***

* Use to deal in Computer software and Hardware.

Finding new clients, implementation of the software and training the users.

#### PERSONAL DETAILS

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| Nationality : Indian | Marital Status : Divorced |
| Visa Status : Employment | Driving License: UAEs |
| Date of Birth : 05/ July/ 1973 | Language Known: English, Hindi |