**SARAVANAN**

**Email:** **saravanan.375060@2freemail.com**

***Professional Profile:***

*A dynamic warehouse professional with 12 years and 7 months of extensive experience in;*

####  Warehouse Management SAP MM Module Spares Management

####  Materials Management Logistics ERP

####  Inventory Management Scrap Disposal Man Management

* Expertise at handling the Warehouse management system, inventory function, to curtail inventory-holding expenses and adherence to the minimum inventory level to minimize blockage of working capital.
* Proficient in managing Warehouse, Logistics & Purchase.
* Certified internal auditor for OHSAS, well versed with ISO 9001, ISO 14001 & OHSAS 18001 standards.
* A keen analyst with excellent relationship management & team building skills and abilities in liaising with internal as well as outside customers.
* Proficient in ERP implementation in Material Management.

***Career Highlights:***

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| ***Current Employer*** | ***Designation*** | ***From*** | ***To*** |
| ***M/S.Jayem Warehousing Pvt Ltd******(GE Oil & Gas Pvt Ltd)*** | ***Manager Warehouse*** | ***25-Dec-15*** | ***31-Aug-17*** |

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| **Previous Employer** | **Designation** | **From** | **To** |
| M/S. Circor Flowtechnologies India Pvt Ltd | Asst Manager – Stores&Logistics | Dec-12 | Dec-15 |
| M/S.ElgiEquipments Ltd | Senior Officer – Stores & Logistics | Jul-10 | Dec-12 |
| M/S.Dimexon Diamonds Ltd | Senior Officer-Materials | Sep-08 | Jul-10 |
| M/S. The Madras Aluminum Co.Ltd (Vedanta) | Asst Officer – Stores | Jan-05 | Aug-08 |

***Core Competencies*:**

**Technical: (SAP R/3) & BAAN ERP(End User) & QAD ERP& ORACLE ERP**

* Core Team member in implementing **QAD ERP system (SAP & QAD)**
* Creating SOP’s and FMEA and implementing for streaming warehouse operations.
* Customizing **Material Master / Vendor Master /Excise Master/ Purchasing document**and its various Fields.
* Material codification and linking it with Excise Master as well as **Vendor Master**.
* Creating **Purchase Orders & Service Orders**, for notifying Vendors formally about our intent of placing the Order on them and documenting user requirements / developing specifications for customization.
* GRN, Issue Posting, Quality Inspection, Rejection Analysis, Coordinating with the Development Team for development / customization of software.
* Dynamic MRP, RGP, NRGP and Inventory Classifications as well as monitoring through SAP.
* Creation of different variants for customized SAP Reports.
* Preparing functional test plans and handles functional testing.

***Functional:***

* Managing the gamut of tasks including **INVENTORY MANAGEMENT**(Receipts & Issues), Warehouse Daily Operation, Scrap Disposal, Inbound Logistics, Central Excise & MIS. Focus is on making Organization a preferred buyer with clients.
* Handling around 35000 Engineering Spares and 100 raw materials.
* Well versed with**WAREHOUSE MANAGEMENT SYSTEM**as well as various audits by external auditors.
* Formulating plans for **PROCUREMENT OF SPARES/TOOLS**and consumables & monitoring the procurement from the markets at optimum costs for seamless operations. Interacting with user departments for analyzing the required material.
* Implementing various inventory management concepts like **TWO BIN/MILK RUN/FORWARD COVER.**
* Ensuring proper documentation for inward materials like spare parts, consumables & raw materials and check for variances by conducting stock verification as well as Daily **PERPETUAL INVENTORY SYSTEM**with**ABC ANALYSIS.**
* Conducting **ANNUAL PHYSICAL COUNT**activity through ERP system.
* Online material **BINNING** system as well as bin location Updation in SAP/QAD.
* Rejection Analysis as well as returning back the rejected materials to Vendors for timely re-placement.
* Budget based online material issue system with daily closing stock verification.
* Cenvatavailment and passing suppliers bills with GRN to Finance for effective payment to the Vendors.
* Keeping complete track of **INBOUND LOGISTICS**and handling bulk raw materials like Coal & Bauxite & Metal Bars and plate.
* Handling the inventory function in co-ordination with user department so as to curtail inventory holding expenses and adherence to maximum and minimum stocking system for various spares and minimize wastage.
* Forecasting of Inventory and keeping close coordination with buyers as well as users to control inventory as per BP level.
* Conducting a yearly check to **OSMI** identification and disposal plan with finance and SCM.
* Conducting survey on the Slow Moving inventory and with the users.
* Coordinating with other departments for material requirement planning, material procurement & purchase planning, ensuring continuous supply at optimum costs.
* Ensuring Minimum Stock level for Critical Raw Materials and regular consumables.
* Quarterly online Auction for **SCRAP SALES**and streamlining scrap disposal with statutory compliances.
* **RGP & NRGP**preparation, sending materials for rework and follow up with users for getting back the materials within due date.
* Developing and adhering to documentation for **ISO 9001, ISO 14001 & OHSAS 18001** for the Stores Dept.
* Team member Yellow Belt for **SIX SIGMA** project.
* Controlling operations of the 40MT & 60MT computerized Weighbridge, Heavy Lifting Equipment like Forklift, JCB and Crane, safety precautions at loading / unloading areas.
* Generating MIS on Receipts & Issues; Inventory, Scrap Sales; lead-time for Procurement, RGP, NRGP, Rejection, Material Ageing etc.
* Effective monitoring of **SELF LIFE ITEMS**and feedback to management for usage.
* Effective implementation of **5S** in warehouse.
* Identifying and effective implementation of **KAIZEN.**

**Notable Milestones**

* Received Global CEO’s award for **OUTSTANDING PERFORMER**for the year 2013-14 for warehouse & Logistics operations.
* Certified Internal Auditor for Integrated Management Systems**(Based on ISO 14001:2004 & BS OHSAS 18001:2001 standards)**
* Participated in**STORES & MATERIAL MANAGEMENT** organized by**THE COIMBATORE PRODUCTIVITY COUNCIL.**
* Participated in**SAFETY MANAGEMENT IN INDUSTRIES** conducted by**NATIOAL SAFETY COUNCIL OF INDIA.**
* **REDUCED INVENTORY VARIANCE**from 25% to less than 1% by implementing effective SOP and monitoring over material accounting and the stock on daily basis.
* Space saving with respect to increase in inventory.
* **ACHIEVED ‘A’ GRADE BY EXTERNAL AUDITOR**in monthly PV by strict control over daily operation and adherence to various systems implemented.
* **OPTIMIZED THE LEADTIME FOR GRN**preparation to Invoice receipt for payment from 15 days to 1 day.
* Reduced the lead time for Inspection Clearance time from 15 days to 3 days.
* Linked the SAP Gate Pass module with the Security department to enable control of all inward / outward movements through the module.
* Achieved the projected figure of scrap sales and handled documentation.
* Monitored the storage of materials as per storage norms for that material and ensured that there is a place for everything&everything is in its place.
* Introduced Vendor based Consignment Stock (Banking System), to reduce the Inventory.

***Academic:***

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| **Course** | **Year** | **Name of the Institution** | **Percentage** |
| MBA (Marketing) | 2008 | Alagappa University, Karaikudi. | 55 |
| BSc (Physics) | 2004 | PSG College of Arts and Science, Coimbatore. | 73 |
| 12th | 2001 | Sainik School, Amaravathi Nagar. | 66 |
| 10th | 1999 | Sainik School, Amaravathi Nagar. | 71 |

***Personal Details:***

Date of Birth : 19-JULY-1982

Reference : AVIALABLE ON REQUEST

***Visa Details:***

Visa Type : VISIT VISA

Validity : 15JAN2018

Validity : 02FEB2025

Nationality : INDIAN

***Declaration:***

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief.

Place:

Date: Signature