**Joji Supply Chain Professional**

[*Joji.379536@2freemaqil.com*](mailto:Joji.379536@2freemaqil.com)

Personal Details:

26.06.1976 • India • Indian • Male • Married

Versatile supply chain professional with more than 10 years of logistics management experience complemented by Master of Business Administration degree in Systems and Marketing. Expertise leading continuous process improvements to effectively manage end-to-end flow of goods, directing, optimising, and coordinating full order cycle. Skill organizing storage and distribution of goods. Perceptive leader with acute business acumen and expertise in building and leading high-performance teams to achieve corporate goals. Articulate communicator, adept at cultivating excellent long-term relationships with internal and external stakeholders, maintaining ongoing interactions and facilitating solutions to address concerns.

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| * Sourcing & Procurement | * Functional Documentation | * Strategic Planning |
| * Warehouse Management | * Contract Negotiations | * Operations Management |
| * Distribution | * ERP Systems | * Compliance & Regulations |
| * Supply Chain Operations | * Shipping & Receiving | * Inventory Management |

# Professional Experience

**Air Liquide Welding Middle East FZE** • Jebel Ali, UAE • July 2007 - Present

**Head, Procurement & Logistics**

Oversee all aspects of supply chain operations (including sourcing, purchasing, transport, warehousing, and distribution), collaborating with external stakeholders to improve operations and reduce costs. Lead, direct, and supervise team of 150+ staff, responsible for logistics, warehousing, and distribution function for multiple clients.

### Key Accomplishments:

* Perform and validate logistics analysis on tests, programs, and functionalities and manage logistics management information databases for programs.
* Direct container operations, arranging availability and ensuring prompt loading, appointing clearing agents at load ports and monitoring arrivals at discharge ports.
* Lead continuous process improvements, analysing pipeline and monitoring shipping schedules to ensure timely delivery
* Oversee ordering processing, preparing purchase orders, invoices, and letters of credit and controlling inventory.
* Negotiate cost-effective contracts with shipping and freight forwarders, coordinating with finance department and clients for custom duties, LPO, and freight forwarding.
* Effectively manage ERP system, ensuring all export details are up-to-date, records are accurate and organised, and team works proactively.
* Manage inventory, preparing and implementing inventory control procedures, periodic reports, and yearly audits.

**Gulf Agency Company LLC (GAC)** • Jebel Ali, Dubai, UAE • October 2003 - June 2007

**Senior Logistics Administrator**

Directed logistics activities for key clients, including Exxon Mobil Oil Lubricant, Nestle, and Pioneer Electronics, analysing consumption data and forecasting future production demands. Managed small team involved in import, export, warehousing, and logistics activities.

### Key Accomplishments:

* Processed client orders, coordinating with other departments to ensure accuracy and prompt delivery, maintaining complete customer satisfaction.
* Managed warehousing and inventory accuracy, overseeing cyclic counts on monthly, quarterly, and yearly basis; instituted immediate corrective actions to resolve discrepancies.
* Forged effective customer relationships, troubleshooting and resolving issues, problems, and priorities while keeping management up-to-date on customer needs.
* Oversaw freight operations, maintaining constant contact with freight forwarders and other service providers to ensure effective operations.
* Maintained regulatory compliance, liaising with Chamber of Commerce and Consulate to process export documentation (health certificates, radiation certificates).

**Rane Engine Valves** • Hyderabad, India • December 2002 - July 2003

**Officer-Sales**

Led, mentored, and supervised team of five sales executives engaged in promoting and selling vehicle valves to dealers and distributors in local market.

* Reviewed work performance, accompanying sales executives on customer calls to evaluate work performance, ascertain customer problems, and detect market trends.
* Analysed market conditions and customer account status, reviewing sales orders and records of new and delinquent accounts.
* Compiled sales figures, reporting issues and problems to management; increased sales revenue from IRS $2.8m to IRS $3.0m by strategising business development efforts.

**VT Transports Ltd** • Hyderabad, India • January 2001 - November 2002

**Head of Logistics**

Directed team of 20 employees engaged in logistics, warehousing, and distribution functions for worldwide flow of goods, negotiating competitive pricing. Directed container operations, tracking movement, clearing, forwarding, and distribution.

### Key Accomplishments:

* Managed inventory worth IRS $3.0m and transport fleet of 60 vehicles for distribution of goods, achieving 99% accuracy in stock positions, reducing shrink and pilferage.
* Initiated rigid controls, resulting in savings of USD $60k p.a.

# Education

**Master of Business Administration, Systems/Marketing**

Osmania University, India

**Bachelor of Science, Chemistry**

Osmania University, India

**10 +2 CBSE, Mathematics, Physics, Chemistry & Biology**

Higher Secondary School, India

**American Certified International Supply Chain Professional,** IPSCMI and ACI Delaware, USA