**MOHAMMED**

[**Mohammed.231262@2freemail.com**](mailto:Mohammed.231262@2freemail.com)

Supply Chain & Stores Management Professional

**Supply Chain, Stores, Procurement, Inventory, Logistics, Material Management**

Location Preference: UAE, Qatar & Saudi Arabia

COMPETENCIES OVERVIEW

* Solutions focused meticulous and result oriented Supply Chain Management professional, with over **13 years of experience** and exhibited excellence in effectively handling cost effective supply chain solutions. A record of achieving significant savings, successful in effective negotiations and cost management with supplier. Adept in analyzing demand requirements to identify production and supply bottlenecks and recommending actions for resolution with skills in developing sound systems & procedures for Logistics and Warehouse Management Functions. Skilled in Warehousing & Distribution, generating and implementing Standard Operating Procedures for the department. Demonstrated skills in setting up and overhauling of existing warehousing facilities
* Proven expertise in stores, managing and coordinating all activities related to the sourcing and procurement of needed supplies, materials, components and services to meet changing levels of demand for a company’s strategies.
* Improving departmental performance through KPI setting, spend analysis and planning. A key facilitator and effective communicator between departments and senior management. Accomplished in managing staff to deliver a high level of service. An ambitious individual with the drive and focus to succeed and deliver benefits.
* Approach to achieve aggressive goals; developing good working relations with clients, network of suppliers, distributors, service providers, sub-contractors, key industry players and other third party dealing with the company; equipping staff with knowledge, practical skills and motivation to carry out work- related tasks hence achieve full potential.
* Managing the procurement cycle, implementing strategies and delivering benefits. Improving departmental performance through KPI setting, spend analysis and planning. A key facilitator and effective communicator between departments and senior management. Accomplished in managing staff to deliver a high level of service.
* Process re-engineering to improve external & internal lead times and logistical costs - Negotiating contracts with suppliers & service providers

AREA OF EXPERTISE

|  |  |
| --- | --- |
| * Purchase Operations * Supply Chain Management * Inventory Management * Negotiations * Vendor Management * ERP | * Logistics Operations * Commercial Management * Operations Management * Material Management * Budgeting & Cost Management * Team Management |

PROFESSIONAL EXPERIENCE

**Nagarjuna consturction company limited – Andhra Pradesh, India**

**June 2010 to March 2015**

**NCC Limited** is a construction company establish in 1982 with 13K employees. They are contributes to India’s progress through landmark infrastructure projects which demonstrate far-reaching impact - beyond the realm of construction

The Company is engaged in the infrastructure sector, primarily in the construction of industrial and commercial buildings, roads, bridges and flyovers, water supply and environment projects, housing, power transmission lines, irrigation and hydrothermal power projects and real estate development. The Company has international offices in Dubai and Muscat. The Company’s subsidiaries operate in infrastructure development, real estate and urban infrastructure development and power. The Company’s subsidiaries include NCC Infrastructure Holdings Limited, NCC Urban Infrastructure Limited, NCC Power Projects (Sompeta) Private Limited, NCC International Convention Centre Limited, NCC Oil & Gas Limited and Vaidehi Avenues Limited.

Asst Manager (Stores) –June *2010 to* March *2015*

**Key Focus Areas**

To control all stores, procurement planning, purchasing and contracting activities of the company and to ensure that the procurement department performance aligns to the strategic and tactical goals of NCC Limited.

Managing the procurement cycle, implementing strategies and delivering benefits. Improving departmental performance through KPI setting, spend analysis and planning.

**Roles & Responsibilities**

* Leading a team of Material Supervisors, Purchase Officer, Stores Executive and Stores Sr. Assistants with core responsibility of directing all operations within Procurement, Inventory and Stores for all divisions and customers as per standards set by the company.
* Executing Supply Chain functions including Stores, Procurement, Logistics, Warehousing and Transportation management.
* Monitor overall warehousing facility, uphold warehouse standards for effective storage and safe keeping of materials, and identified areas of improvements for ideal management of inventories.
* Maintain records and reports of inventories, price lists, Balance stocks, Prepare day-to-day reports as per company’s requirements.
* Coordinated for Implementation of **ERP** Modules- Accounts Stores, Inventory entry In ERP Package. Generate the all Reports from ERP Package (MIS Report, Stock Report, Etc)**.**
* Implementation of **ERP** Package in projects. Creation of Purchase requisition, purchase order, MIN, MRN, Debit notes and Issue Indents and asset request all Modules in **ERP** packages. Preparation the all reports in ERP for Management.
* Monitor stock accumulation; verify inventory computations, determine discrepancies or abnormal consumption and take necessary preventive-corrective measures.
* Determine proper storage methods, identification and stock location based on turnover, environmental factors and physical capabilities of facilities.
* Coordinated with Planning & Contracts Department in planning inventory of consumables in close coordination with Planning & Contracts Department right from the date of issue of LOI/signing of contract for new projects until continuous liaison with ongoing projects.
* Looking after sourcing & procurement of goods; handling cost saving analysis, bench marking, negotiation / commercials with vendors and maintaining database.
* Identifying and developing potential vendors/ suppliers for achieving cost effective purchases of materials and ensuring reduction in the prices and timely delivery.
* Managing logistics functions and negotiating with transporters and C&F agents for cost effective transport solutions & clearances.
* Taking adequate measures to monitor and analyze the performance of transporters, processing & packaging units pertaining to cost, quality and delivery norms.
* Determining strategy and direction to minimize operational cost while ensuring efficient operation of the entire supply chain process.
* Maintaining the Co-Ordination among Labor, Supplier, Sub-Contractor, Employees & other related wings towards smoothly achieving of Organizational goals as the **Human Resources is main Asset in Construction Industry.**
* Resourceful in managing the establishment & maintenance of procurement section in ERP System.

**INDU PROJECTS LIMITED – Andhra Pradesh-India**

**Mar 2005 – Feb 2010**

Indu Projects was established in the year 2001. It is a Infrastructure Company & has witnessed rapid progress and forayed into various areas like roads, buildings, irrigation, power projects, coal mining and solar energy over the years. Today, with turnovers close to INR 2000 Corers and over 1800 employees, the Group is poised to scale greater heights in the decade to unfold.

Executive Officer (stores) - *March 2005 to Feb-2010*

**Roles & Responsibilities**

* Dealing and controlling the entire material inward and outward transactions of the Project as per Company & Statutory Laws.
* Maintaining the daily stock statements as per inward and outward, preparation of statements for sub contractor. Pease rate Workers, etc. issued materials related to the Project.
* Verification of Inward Bills for Inventory, Aggregate & Other items along with proper documentations and approvals like Party Invoice, Purchase Orders, Security entries, Quality Inspection reports and Material Receipts Notes with appropriate authorizations and Statutory & Organizational issues involved in the MRN Verifications.
* Verification of MRNs for Current and Fixed Assets along with proper documentations and approvals.
* Preparation and submitting of all MIS statements like stock statements, non movable stock, etc. as prescribed by the Organization on Daily, Weekly & Monthly basis towards Management decision-making. 
* Participating in physical verification of Inventory and Assets Quarterly, Half yearly, annually and submitting the report of Comparative & Variance to the Management.
* Preparation and submitting of all MIS statements like stock statements, non movable stock, etc. as prescribed by the Organization on Daily, Weekly & Monthly basis towards Management decision-making.
* Preparing & processing requisitions, purchase orders & invoices for purchases and Forwarded to related person.
* Managing the procurement team with their day to day activities.
* Establishing terms, pricing, quality requirements, delivery, and contracts.
* Negotiate pricing contracts with suppliers
* Issue purchase orders for procurement
* Develop and implement new purchasing strategies to deliver ongoing cost reductions and process simplification
* Establish new relationships with suppliers to continually improve pricing and quality of Materials
* Assist in maintaining company quality control program.

**JMC projects India lIMITED– Hyderabad, Andhra Pradesh March 2001 – Jan 2005**

JMC Projects (India) Ltd is an India-based civil contracting company. The Company engaged in civil and structural works for commercial and residential buildings, industrial, infrastructure and power plant projects across India. The Company’s infrastructure projects include roads, highways, bridge, flyover, underpass, transportation structures, pipeline, sports complex, and urban development. The Company’s power projects include Gujarat Alkalies & Chemicals Ltd., Bharuch, Siemens Ltd., Kolar, Karnataka, Indian Rayon & Industries Ltd. and Alstom Projects India Ltd.

Asst. Purchase & Stores Executive - *March 2005 to Feb-2010*

**Roles & Responsibilities**

* Maintain records and reports of inventories, price lists, Balance stocks, Prepare day-to-day reports as per company’s requirements.
* Receiving all purchased items, Checking the quantities and quality, Comparing with PR & PO to ensure compliance in coordination with the Quality Manager.
* Co-ordination with Construction team Up-on arrival to site.
* Manage materials/equipment inventory / Store.
* Organizing all documents related to purchasing materials and their technical data and records this data into the Computer.
* Maintains computerized records and reviews records of transactions, stock levels, inventories, and related records and files; uses computer terminal to update stock and inventory records

EDUCATION

karnataka OPEN UNIVERSITY –KARNATAKA, INDIA

Master of Business (Supply Chain Management) 2013-15

ANNAMALI University – AP, INDIA

PG Diploma in Material Management, 2011

NAGARJUNA UNIVERSITY – AP, INDIA

Bachelor of Commerce -1998 - 2001