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**SURESH**

Email: suresh.245524@2freemail.com



**OBJECTIVE**

To secure a challenging logistics management position with a dynamic and exciting organization where my business knowledge, experience and skills will contribute towards the growth and success of the organization

**CAREER OVERVIEW**

* An **enthusiastic professional with 20+ years** of solid experience in **Stores / Logistics / Purchase /** **Warehousing & Distribution / Shipping** management - Managing human, equipment and resourceseffectively to carry out purchasing, receiving, warehousing, material handling, Issue, Stock replenishments, shipping and other logistics related functions.
* Efficiently using material management systems, procedures and ensuring readiness of materials, **equipment’s** and stock accuracy.
* Procurement and distribution of Spares, Components, Tools & Sundry items across the country.
* Analyzing Logistical problems and formulating solutions & improvement
* Preparing MIS reports, coordinating internal and external audits.
* Perpetual stock verification, corrective and preventive remedies wherever required.
* Identifying and disposing of metal and non metal scraps & hazardous wastes.
* Ensuring that all Health and Safety standards and requirements are meticulously pursued.
* Developing, monitoring and motivating the team to achieve elevated goals.
* Prudent disciplined & self-motivated with excellent interpersonal, communication & organizational skills with proven abilities in team management and customer relationship management
* Possess sound knowledge of integrated operations of SAP / AMOS / ERP applications.

**WORK EXPERIENCE**

Since June 2012 **KSB Pumps & Valves Ltd** (MIL Controls) **Thrissur India**

Assistant Manager **–** Stores & Logistics

**KSB Pumps** an MNC manufactures Pumps & Valves for the Process Industries with profoundprominence on Thermal/ Nuclear Power, Oil & Gas, Petrochemical sectors and represents more than 100 countries.

* Lead and provide overhaul direction to all functions of Logistics operation for effective execution of purchase, Stores, Warehouse & Shipping management for the plant.
* Maintaining high standards of materials handling and standards of health and safety**.**
* Perpetual stock taking, Corrective and preventive remedies**.**
* Coordinating audits and compliance with statutory requirements.
* Purchase of Components, Tools & Sundry items & stock replenishments.
* Determine the storage and handling strategy based on estimated production volume, stocking levels and storage requirements.
* Ensure proper inventory control, Scrap disposal, FIFO/LIFO, SLE and MIS.

Apr 2006 - Jun 2012 **Jet Airways India Limited** (Engg & Materials) **Chennai India**

Senior Officer **–** Stores

**Jet Airways is India’s premier airline operating services to India and different sectors across the** globe. It operates over 3000 flights daily to more than 75 destinations worldwide.

* Handling Aircraft Spares, materials and setting up of new stores.

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* Managing the stores standard activities like requisitioning, purchasing, receiving, issuing, preservation and ensured that they are carried out as per the set procedures.
* Implemented inventory control measures to reduce obsolete stock, keeping tab on slow-moving items and achieve reduction in inventory management cost**.**
* Monitoring Shelf Life Expiry, FIFO / LIFO and perpetual inventory, corrective and preventive actions on discrepancies.
* Handling AOG & coordination to snag rectification and regulator / internal audits.

Sep 1998 **–** Apr 2006 **Mahindra & Mahindra Ltd** (FES) **Chennai India**

Commercial Officer

**Mahindra & Mahindra Ltd** (**M&M**) is an Indian automobile MNC headquartered in Mumbai. It isone of the largest vehicle manufacturers by production in India and the largest seller of tractors across the world.

* Controlling Warehouse & Stores. (Tractors & Accessories).
* Managing Accounts, Administration, Institutional Sales, Invoicing, Payments collection and Imprest account management.
* Dealer / Distributor accounts reconciliation.
* Analyzed Transit damages and implemented remedial solutions.
* Maintained statutory requirements like, Sales Tax, Entry Tax and audits.
* Handling Insurance Claims for incoming damaged goods / vehicles.

Apr 1991 **–** Aug 1998 **Lingam Enterprises Private Ltd (**CFA) **Chennai India**

Warehouse in Charge

* Managing Warehouse & Stores. (Tractors, Parts & Implements).
* Receipt, Storage, Preservation, Invoicing and Collection of payments.
* Logistics, Distribution of goods and generating warehouse reports.

**ACADEMIC DETAILS**

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P G Diploma in Materials Management - Annamalai University **–** Tamilnadu **–** India in 1996 B A Economics **–** Calicut University **–** Kerala **–** India **–** in 1990

Diploma in Business Data Processing **–** Sabhari College **–** Tamilnadu **–** India in 1995 Diploma in Computer Applications **–** CSC **–** Tamilnadu **–** India **–** 2000

**KEY COMPETENCIES AND SKILLS**

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| **→** | Warehousing & storage | **→** | Process Improvement | **→** | Team Management |
| **→** | Project based Logistics | **→** | Cost optimization | **→** | Internal Auditor |
| **→** | Vendor Management | **→** | Project Management | **→** | MIS |

**TRAININGS**

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| **→** | IATA Dangerous goods regulations | **→** | SAP & AMOS ERP | **→** | OSHAS 18001 |
| **→** | Aviation Security Awareness | **→** | Safety at workplace | **→** | EHS |

**PERSONAL DETAILS**

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| Date of Birth | : | 15th April 1970 |
| Sex | : | Male |
| Nationality | : | Indian |
| Passport  | : | Valid Till 06.05.2021 |
| Marital status | : | Married |
| Language proficiency | : | English / Hindi / Malayalam / Tamil. |
| **Visit Status** | : | **Visit Visa Valid till 12th December** |

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