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| **ROSHIL**  “Targeting for senior level assignments in **Stock Management / Inventory Management** with an organisation of high repute  Location Preference: **Dubai / Sharjah**    [roshil.347635@2freemail.com](mailto:roshil.347635@2freemail.com) | |
| core24x24icons Key Skills | knowledge24x24icons Profile Summary   * A competent professional with 16.5 years of experience in **General Administration, Supply Chain Management, Stock Management, Logistics, Inventory Control and Client Relationship Management** out of which 3 years of experience in **Systrem Administration** * Extensive experience in supply chain operations, transportation systems, purchase & inventory, space utilization and vendor relation management * Skilled at ensuring **submission of proper documentation** associated with **warehouse transactions, deliveries and invoicing** to customers and **in-house departments** * Expertise at managing the **inventory function,** to curtail inventory-holding expenses and adherence to the minimum inventory level to minimize wastage * Strategic capability in **striking excellent coordination** with all involved divisions within the organisation including logistics and warehouse * An innovative, loyal, and results-orientated professional with strong communication and interpersonal skills; proven capability to surpass targets within deadline, regardless of pressure |
| **Stores / Warehousing  Logistics  Inventory Management  Liaison / Coordination**  **Client Relationship Management  Reporting & Documentation  Training & Troubleshooting  Quality management**  **Team Management**  Team Building & Leadership |
| career24x24icons Career Timeline | |
| **Jun’03 – Feb’08**  Peri LLC, Dubai  as Logistics Coordinator & Stock  Controller  **Since Jun’08**  German Formwork  Technology,  Dubai as  Stockyard Manager  **May’00 – May’03**  NIIT, City as  System  Administrator  softskills24x24icons Soft Skills    Change Agent  Planner  Motivator  Collaborator  Communicator | |
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| exp24x24icons Work Experience | |
| **Since Jun’08 with German Formwork Technology, Dubai as Stockyard Manager**  **Jun’03 – Feb’08 with Peri LLC, Dubai as Logistics Coordinator & Stock Controller**  **Key Result Areas:**   * Planning and maintaining efficient stockyard operations; assigning and evaluating the work performance of personnel assigned to the store * Steering the receipt, inspection, storage, inventory and distribution of stock commodities to manufacturing units; ensuring proper storage facilities for various components as per supplier recommendations * Maintaining the stock of material without any variance by conducting stock verification and documentation * Supervising the loading of containers, pallets and trucks for delivery via road and sea to all client locations; monitoring stock levels and executing periodic stocktakes * Devising efficient logistics management system to ensure delivery of the goods / shipments as per the committed timelines and cost * Ensuring physical verification of the items received for quality and quantity as well as of the warehouse stock and statutory registers * Preparing reports for all stock movement and deliveries and and return stock of routine inventory management activities * Streamlining the system and procedures for effective inventory control for ensuring ready availability of materials to meet the project targets * Safegaurding the reduction in stock holding & increased stock turnover * Coordinating with clients, suppliers and transporters engaged in import and domestic movements of stock * Providing assistance in the logistics areas of supply, transportation, maintenance, and services   **Significant Accomplishments:**   * Devised and implemented a supplier review process and metrics resulting in complete bilateral adherence to contractual obligations * Designed inventory reconciliation process which increased inventory accuracy to 90% * Reduced time spent on the month-end inventory reporting process from 10 days to 3 days through effective usage of Excel and employing better data collection methods * Reduced transportation costs by finalising contracts with primary carriers that resulted in reduced freight costs on domestic and international shipping routes   exp24x24icons Previous Experience  **May’00 – May’03 with NIIT, Kannur as System Administrator**   * Education * BSE Maths (PME) From BHS College Banglore 1998 (*Course Completed)* * Diploma in Web-Centric Computing from NIIT, in January 2002 * Developing Desktop & Distributed Application using Visual Basic 6.0 from NIIT, in May 2002   Z:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\Soft-Skills24x24icons.png IT Skills  Programming Languages: C, C++  Operating System: MS DOS, Windows98/NT/2000, Linux  RDBMS: MS Access, MS SQL Server  Graphical User Interface & Tools: VB 6.0, Java  Web Technology Tool: HTML, Java Servelet, ASP, Javascript,  Productivity Tool: MS Office 2000  Graphics & Animation Tool: Photoshop 7.0, Flash 5.0  Technology Awareness: Software Engineering , UML | |
| Z:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\personal-details24x24icons.png Personal Details  Date of Birth: 03rd December 1975  Languages Known: English, Hindi and Malayalam  Nationality: Indian  Marital status: Married  Driving License: Valid U.A.E driving license  Visa Status: Residence | |