

ULLAS MOHAN

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CAREER SUMMARY

- **INVENTORY SUPERVISOR- MONITORING-REVIEWING –MAINTAINING- PRESENTATION**
- **SUPERVISOR- STAFF REALTIONSHIP MANAGEMENT-INSECPTION-DISPATCH**

A Reliable, Capable, Dedicated and resourceful business professional with over 7 years of combined achievement in Inventory- Planning/Scheduling, Purchasing Activities, Warehouse Management and Supervisor Duty. Keen to find a challenging position within a successful and dynamic organization.

INVENTORY SUPERVISOR

ACDelco Parts Division (AlJomaih Automotive Company), Largest GM dealer in the Middle East (RIYADH, SAUDI ARABIA)

Duration: November 2013- December 2020.

Highlights

Inventory Planning, Inventory Maintenance, Warehouse Management.

Duties

- Execute inventory control measures to ensure the minimizes stock holding and maximizes stock system and paperwork accuracy
- Responsible for working with purchasing, goods inwards and dispatch to ensure necessary functions are carried out correctly.
- Ensure the maintenance of stocked products properly.
- Ensure incoming parts are received and managed appropriately according to company procedure.
- Monitor inventory turnover and make sure the turnover ratio are meeting the industry standard.
- Run inventory reports on daily and monthly basis and perform detailed analysis of parts performance.
- Develop accurate, consistent and enhancements to the inventory reporting structure.
- Identify high and low turn inventory items and maintain communication reports for sales team.
- Manage the purchase return process of damaged and defective parts to manufacturer.
- Update the stock of received parts shipment into in-house Database Management System.
- Monitor the measures to deal with existing inventory and take the necessary steps to minimize the accumulation of non-moving inventory.
- Analyze the daily movement of the inventory and prepare purchase orders accordingly.

- Improve the inventory management arrangements and control movement of parts stock and generate reports.
- Analyze the cost of the parts, prepare cost sheet and update.
- Prepare and send the damage and discrepancy claims to manufacture and ensure the receipt of credit notes.
- Follow up on back orders.
- Ensure keeping safety stock standards and plan the purchase orders to minimize the cost of purchase.
- Ensure proper safety standards are being followed by all store personnel.
- Take proper measure to utilize the existing storage space in full capacity.
- Supervise re-arranging the parts based on category of the item and ensure hazardous materials are being handled properly.
- Ensure proper receiving and binning process is followed to make easy retrieval of the parts on demand.

SUPERVISOR

TECH ENGINEERING, Bangalore, Karnataka, India

Duration: - October 2008- October -2009

Highlights:-

Staff Daily Schedule, Quality Assurance, Delivery Process

- Monitoring & Assigning Day to Day Activities of Employees
- Inspection of finished products.
- Dispatch of finished products.

ACADEMIC PROFILE

- Master of Business Administration in "Marketing & International Business" from Mahatma Gandhi University Kottayam, India.
- Bachelor of Engineering (Mechanical) From Visvesvaraya Technological University, Belgaum, India.

AREAS OF EXPERTISE:

- Leadership Skills
- Reporting Skills
- Forward Planning
- Communications Skills
- Time Management
- Problem Solving
- Flexibility & Adaptability
- Creativity & Innovation/Technical Skills

KEY SKILLS:

- Having a responsible attitude, remaining clam under pressure and possessing superb decision making skills.
- Database Management skills.
- Ability to analyze and solve problems.
- Assigning tasks to staff & clearly explaining how those duties are to be done.
- Setting goals and objectives for individuals and teams.