

SUBALAKSHMI K

SAP-MM

📍Chennai

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CAREER OBJECTIVE

A highly motivated and detail-oriented individual seeking an entry-level position in SAP MM (Materials Management), where I can apply my knowledge of SAP functionalities and supply chain processes to contribute effectively to the organization's success. Eager to learn and grow in a dynamic work environment.

ACADEMIC CHRONICLE

B.E.-ELECTRICAL AND ELECTRONICS ENGINEERING

• Vaigai College of Engineering | Madurai | 2024 | 8.1 CGPA

SSLC

• St. Charles High School | Madurai | 2018 | 72%

PROFESSIONAL EXPERIENCE

APPRENTICE TRAINEE

Delphi TVS – Chennai

October 2024 to April 2025

- Assisted in the assembly and testing of automotive components, ensuring compliance with quality and safety standards.
- Supported production teams by monitoring daily operations and reporting process deviations to supervisors.
- Collaborated with senior engineers to implement process improvements and reduce production downtime.
- Maintained accurate records of work orders, inspections, and test results for quality audits.

COURSES & CERTIFICATIONS

SAP MM (MATERIALS MANAGEMENT)

June 2025 to September 2025

- Focused on enhancing skills relevant to coordinating supply inventory and procurement-related projects.
- Material master data management-Material Master, Vendor Master, Purchase Info Record, Source List.
- Procure to Payment-Purchase Requisition, Request for Quotation, Purchase Order.
- Returnable Transport Packaging & Batch Management.
- Physical inventory process-Inventory Document, Posting stock differences and Report Analysis.

SKILLS

- **SAP & PROJECT SKILLS:** SAP MM (S/4HANA), Project Management (planning & execution)
- **SOFTWARE SKILLS:** Microsoft Office (Excel, Word, PowerPoint)