**Jayaprakash Potluri**

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**Experience Summary:**

**A competent professional experience in Distribution and supply chain management and Commercial operations, in the Telecom, Retail and Consumer durables sectors.**

**Core Competencies**:

**Warehouse Management:**

* Planning physical layout of stores for storage of materials, & consumables and ensuring smooth accounting, issue of material to concerned verticals as per the requirement.
* Managing operations ensuring optimum inventory levels to achieve maximum cost savings without hampering the business process.
* Mainly focusing on stock movement which is useful to provide space for new stock in warehouse and optimum utilization of space provided by company for that goods
* Overseeing relocation of business premises / Warehouses & analyze expenses, trends, wastage factors for all divisions.
* Ensuring quality packaging to prevent goods from getting damaged in transit.

**Inventory Management:**

* Developing a stocking pattern for warehouses to optimize stock holding at all times.
* Tracking and maintaining optimum inventory levels in the stores for all SKU’s.
* Monitoring bar-coding of all stocks, stacking of the material following FIFO,
* Segregating non-moving & slow moving stocks and forwarding the details to the category team for their necessary action.

**Commercial Operations & Distribution:**

* Participated in Telecom launching commercial operations and managed Hyderabad City Distribution Center (OTC, CDC) with Prepaid, Postpaid and PCO business.
* Preparation of Reconciliation statement of the Material Movements, prepare inputs & arrange for capitalization of materials purchased for the Telecom project.
* Consolidation of details from various locations for calculation of Sales Tax and Entry Tax payments.

**Since July 2015 with Reliance JIO Infocom Ltd. Hyderabad as a SCM Lead.**

**Responsibilities:**

Responsibility for SCM operations for the JIO Centre geographical area for the Mobility and FTTX business, O&M , AG3,LFL Telecom Network Operations.

Responsible for telecom project materials of O&M and LFL for pre launching and regular operations activities.

Setting up the stores layout and racking for the Mobility and FTTX material storage placement plan at JIO centre’s and AG3.

FTTX – Broad Band material process to receive and issue the inventory to concern engineers on daily basis for installations. And monitoring ageing of engineers on hold inventory.

After recruiting the sales channel partners for the mobility business map the beat plans and biker routing to met the daily activities.

**Since Dec 2010 to March 2015 with Reverse Logistics Company Pvt.Ltd. (GREEN DUST) Hyderabad as a Circle Operations Manager for Andhra Pradesh.**

Responsibilities:

* Procurement of stocks from OEM’s on the agreed terms and ensuring stocks movements to warehouse within the time limit.
* Organizing the pre delivery inspection team to respective OEMs for inspection of the stocks which are available in agreed conditions, based on inspection technical report approving the stocks for billing.
* Marginal calculation of purchases vs sales on monthly basis to review the cost center of Andhra Pradesh and submitting the MIS to respective regional operations head, Inventory ageing should be less than the sixty days from date of inward of all the stocks.
* Ensuring that all the returns of stocks from franchisee should be less than the one percent of sales.
* Statutory compliance of VAT returns on monthly basis submission to CT department. Coordinating with government organizations for trade license, shops and establishment, 360 days business running licenses.
* Preparation statement of monthly costing of repairs spares and packaging materials on monthly basis against the cost of goods sold.

**Since Oct 2009 to Nov 2010 with Unitech Wireless South Pvt., Ltd., (TELENOR) Hyderabad, as a Opex Warehouse In charge.**

***Responsibilities:***

* Responsible for the entire warehouse operations for Andhrapradesh and operated from Hyderabad.
* Responsible for Customer Service Deliveries as per SLA, relationship management and coordination.
* Monthly stock audit and reconciliation of all the stocks.
* Ensuring all the dispatches as per the allocation given by the sales and distribution team.
* Monitor the performance of 3PL by evaluating the KRA and SLAs agreed upon with the 3PL partners.
* Providing continuous inputs for management & betterment of warehouse management system.
* Coordination with sales team for placing of Sale Orders to facilitate movement of material from warehouse.
* Evaluation of nonmoving and slow moving material and informed to sales and marketing teams to proper utilization of the material.
* Coordination with Kitting vendors and ensure completion of kitting within the time frame.

**Dec'2006 to Oct 2009 with Reliance Retail Ltd, Hyderabad as a Asst.Manager – SCM.**

***Responsibilities:***

* Responsible for the design lay out, process definition and execution and implementation of supply chain solutions based on business requirements.
* Operational control, intervention and redressal as and when required, optimization of cost, time and innovative concepts for business advantages and manpower planning.
* Responsible for Customer Service Deliveries as per SLA, relationship management and coordination.
* Inventory analysis and management based on merchandise classification break ups.
* Developed an effective transportation and distribution model for the multiple formats handled by the company.
* Responsible for monitoring the stock movement patterns and analysis of the sales vs. stock ratio
* Monitor the performance of 3PL by evaluating the KRA and SLAs agreed upon wit the 3PL partners.

**Oct' 2001 to Dec' 2006 with Reliance Communications Ltd, as a Operations Executive Commercial – CDC in charge, Hyderabad.**

***Responsibilities:***

* Distribution Center operations overall control and Inventory Management, including Administrative activities and Manpower planning.
* Coordination with Sales Team for placing of Orders to facilitate movement of material from Warehouse for further dispatch to Distributors across 40 locations in Hyderabad & adjoining towns.
* Coordination with All the Web Worlds in AP pertaining to Stock transfers and stock Issue / reconciliation for the month end physical & system inventory control of 10 Web worlds and 42 Web world expresses situated at Hyderabad and Secunderabad.
* Arrangement of physical stocks to ensure optimum utilization of Storage Space & facilitate easy movement for dispatches.
* Primary movement of Project Materials, Handsets and Accessories
* Planning and Distribution of Handsets to Channels, Secondary movement of materials.
* Cross functional coordination with Sales, Commercial and Network Maintenance team’s.
* Monitor performance of the department, develop and implement improvement systems based on business requirements.

**As a Commercial Executive**

***Responsibilities:***

* Accounting & consolidation of all transactions relating to material movement across different Warehouses in the State.
* Involved in implementing & customizing SAP R/3 Logistics – Materials Management Module.
* Coordination with Accounts & other internal departments for processing of Invoices to enable payments to respective Vendors.
* Consolidation of details from various locations for calculation of Sales Tax and Entry Tax payments and laisioning with the sales tax dept.,
* Preparation of Reconciliation statement of the Material Movements, prepare inputs & arrange for capitalization of material purchased for the project.

**May’ 2000 – Oct’ 2001 with M/s.Metropolitan Construction Co. (India) Ltd., as Executive Accounts and administration.**

***Responsibilities:***

* Maintenance of Cash and Bank books, Periodic Reconciliation of Accounts. Coordinating with Bank and Railway authorities and ensuring that their requirements are met. Maintenance of Fixed Assets Register, Handling of Debtors, Creditors and General Ledger and Assistance to Auditors in preparation of Final Accounts. Attending to Sales Tax and income Tax issues as per statutory requirements.

**Educational Qualifications:**

* **Bachelor of Commerce (B.Com.,)** from **Nagarjuna University** in the year 1995
* Master of Commerce (M.Com.,) from **Nagarjuna University** in the Year 2000

**Technical / IT Skills:**

* **Postgraduate Diploma in Computer Applications.**
* **Exposed to ERP environment SAP and attended implementation internal training for MM,SD & WMS modules.**

**(P.Jayaprakash)**