

A large white circle containing the letters 'SK' in a bold, black, sans-serif font.

CONTACT

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✉ kovvuris04@gmail.com

📍 Perth, WA

🌐 <https://smrk004.github.io/SK.github.io/>

SKILLS

- Inventory Management
- Data Analysis
- Microsoft Office
- Time Management
- Problem Solving
- Process Improvement
- Salesforce
- Customer Service
- Team Leadership
- Microsoft Excel
- Microsoft Word
- Microsoft Teams
- Power BI
- Schedule booking and appointments
- Following OHS

REFERENCE

Shubham Magar
Western Power
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+61 470 226 335

Nerissa Santa Maria
Commonwealth Bank
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+61893542633

SUBASH KOWURI

Supply Chain & Procurement Assistant (Student Placement)

Motivated and detail-oriented Bachelor of Commerce student majoring in Supply Chain Management at Curtin University, with a strong academic foundation in procurement, logistics, and data-driven decision-making. Demonstrates excellent organizational skills, a proactive attitude, and the ability to work effectively both independently and in team environments. Experienced in customer service and administration through part-time roles, with a growing understanding of supply chain systems, inventory control, and purchasing processes. Currently seeking an entry-level or internship opportunity to apply theoretical knowledge in a practical business or logistics environment and contribute to operational efficiency.

EDUCATION

Bachelor of Commerce - Supply Chain Management and Logistics, Minor in Business IT

JAN 2023 - JUN 2026

Curtin University, Bentley, WA

Expected Graduation: 2026

Course Weighted Average (CWA): 66.23 – Good Standing

Relevant Coursework:

- **Supply Chain Management** – Strategies for sourcing, procurement, and global logistics coordination
- **Supply Chain Logistics** – Transportation, warehousing, and inventory control
- **Supply Chain Decision Analytics** – Data-driven decision-making in supply chain operations
- **Analytics for Decision Making** – Using data tools to support business and logistics strategies
- **Financial Decision Making** – Budgeting, cost control, and procurement finance
- **Markets and Legal Frameworks** – Understanding contracts, legal risks, and compliance in trade
- **Business Information Systems** – Intro to ERP systems and digital solutions for logistics

EMPLOYMENT HISTORY

Commonwealth Bank

MARCH 2024- PRESENT

Everyday and Customer Banking Specialist

- Processed 50+ applications daily with 99% accuracy, ensuring seamless transactions and exceptional customer service.
- Conducted in-depth financial consultations, assisting customers with Home Loans, Business Banking, and tailored financial solutions.
- Championed digital banking adoption, educating customers on in-branch technology and online banking for enhanced accessibility.
- Thrived in a fast-paced, customer-centric environment, solving problems efficiently while upholding risk-averse banking practices.
- Outlook, Microsoft Word, Microsoft Teams, Microsoft Excel, Power Bi

Apple
Specialist

Aug 2023 - Mar 2024

- Delivered exceptional customer experiences, assisting an average of 50+ customers daily in selecting and purchasing Apple products.
- Drove sales performance, consistently exceeding targets by effectively promoting iPhones, iPads, MacBooks, and accessories.
- Provided expert product knowledge and troubleshooting, resolving 90% of customer technical inquiries on the spot.
- Optimized store operations, contributing to a 98% inventory accuracy rate through meticulous stock monitoring and coordination.
- Salesforce for getting the right mobile plans for the customer.

McDonalds

2024 - 2025

Shift Manager

- Led high-performing shifts, managing teams of 10+ crew members to ensure smooth restaurant operations and excellent customer service.
- Maintained 100% compliance with food safety and security standards, ensuring a safe and hygienic work environment.
- Supervised cash handling and inventory management, accurately monitoring sales, labor, waste, and stock levels to optimize efficiency.
- Trained and mentored new employees, improving team performance and customer satisfaction through structured training programs.