

CURRICULUM VITAE

ABDUL KARIM ANSARI

Date of birth: 05-06-1982

Language: English, Hindi, Marathi.

Home town address: Vivekanand Ward, Ballarpur, Dist. Chandrapur, Maharashtra - 442701

[Mobile: 9923157861 / 9371921185 [Email :- ansarikarim82@gmail.com]

Profile Headline :

- M.com & Post graduate diploma in logistics and supply chain with 04 year's experience in store management and 10 year's experience in Logistics & supply chain, Warehouse management.
- Purchase & Negotiation. Supplier development .
- Warehouse & Inventory management (Spare part & Raw material)
- Cost reduction & optimize the logistics cost. Budget preparation process .
- ERP system with Oracle / Tally / MS Office { Words, Excel, Power point }
- Problem solving / Forecasting & planning / Data mining / Reporting & Visualization skills.
- 5s / EHS / OE { Lean Event : Kaizen / SW / FMEA / RCA / KANBAN / DMC }
- Team management. Ownership & communication skills.

Work Experience Detail :-

- ❖ **Store Coordinator:** SMI New Quest India Pvt. Ltd , Ballarpur.Dist.Chandrapur Maharashtra
{From Jan. 2010 to Dec. 2013 } { 04 Years' Experience }
- ❖ **Supply Chain Coordinator:** SMI New Quest India P.Ltd. Ballarpur,Chandrapur, Maharashtra
{ From Jan. 2014 to Dec.2022 } { 09 Years' Experience }
- ❖ **Specialist Logistics & Purchase:** Amcol Minerals & Materials India Pvt. Ltd.
Sipcot Industrial Estate - Sriperumbudur - Chennai , Tamilnadu
{ From Jan.2023 to JAN.2024 } { 01 Year Experience }
- ❖ **Deputy Manager - Warehouse Incharge** : Ponpure Chemicals India Pvt. Ltd .
Sonipat , Haryana . { From Feb.2024 to till date }

➤ **Education: -**

- ✓ M.Com { Master of Commerce } - Nagpur University, Maharashtra
- ✓ MS-CIT { Maharashtra State Certificate Information Technology }
- ✓ Export & Shipping management of distance education -Jodhpur Rajasthan.
- ✓ PGDSCM (Post Graduate Diploma in Supply Chain Management – MIT college of distance education – Pune University, Maharashtra.

Additional detail regarding work experience & Handling responsibilities :-

- Procurement of raw material & Spare part. (Import / Domestic suppliers)
- Handling warehouse & storage.(Spare part / Raw material)
- Handling daily sales & dispatch. Follow FIFO method. Making production plan.
- Making GST sale Invoice / E-way Bill.
- Daily arrangement of vehicle & coordinating with transporter for timely dispatch.
- Daily inventory tracking. Inward & outward record keeping.
- Vendor development / price negotiation / Preparing budget for Raw material.
- Analyzing quotation and preparation of comparative statement & Negotiation.
- Daily monitoring of KPI and circulating to all concerned people for better transparency
- Oracle operation: BPA, MRO price set-up, oracle item code, I Procurement,purchase document, Quotation, supplier management process.
- Coordinate with sales, production team to place the order as per weekly raw material planning. Follow up with raw material suppliers on regular to ensure delivery on date.
- Payment tracking. Maintaining accurate records and documentation.
- Weekly & Monthly forecasting of Import & Domestic shipment.
- Data analysis and to work with figure & making visualization report.
- Reconcile inventory with Physical & System for variance analysis.
- Regular cross-functional interaction with Sales – Manufacturing – Finance & Accounts.
- Making packing & loading sheet / Supervising loading activities.
- Coordination with clearing agents and suppliers for raw material delivery at plant, supervision of unloading, GRN preparation for raw material & spare parts
- Coordination of local purchase for packing materials.
- Anchoring Weekly demand planner update, meeting with plant operation & sales team and providing input for production requirement based on stock availability.
- Prepare Purchase Requisition (Raw Materials, Packing Materials, and enter into system)
- Handling export dispatch / Making Export invoice & packing list / Coordinating with CHA.
- Ensure sufficient inventory level at Plant and in warehouse through inventory management.
- Supervise daily warehouse activities.

Looking forward the position where my competencies & skills are challenged to improve the business . My job satisfaction is to make me a value intangible asset for the organization .



Thanks & Best Regards
Abdul Karim Ansari