

SIDDHESH SANTOSH SHIGWAN

Supply Chain Management



A/p. Bharne (Ghadshiwadi), Tal. Khed, Dist. Ratnagiri.



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OBJECTIVE

To seek a position to utilize my skills and abilities in a firm that gives learning opportunities to enhance my knowledge and helps Professional growth.

PROFILE SNAPSHOT

An Officer Supply Chain, holding 5 Years of experience in SAP MM/SD module, Supply Chain Management, Sales & Distribution, Inventory Control and Dispatches of material. Looking after whole incoming process, responsible for handling, supporting & getting the work done from the team.

PROFESSIONAL EXPERIENCE

DEEPAK NOVOCHEM SPECIALITIES LIMITED, Lote

Executive – SCM & SAP-MM

(1st Jan 2024 to till date)

Responsibilities

- Material master creation in SAP.
- Vendor master creation in SAP.
- Customer master creation in SAP.
- Price list updating in SAP for FG product.
- Material extension to storage location.
- STO Invoicing.
- Logistic Invoicing.
- Cancellation of Gate Entry, GRN & Issues.
- Maintaining HSN code in SAP.
- Create and update GST tax rate in SAP configuration.
- Mass change in Material master.
- Open/Close period for MM module.
- Inventory management.
- Physical inventory up and down from SAP.
- Integration knowledge in PP, PM, QM, MM and SD.

DEEPAK NOVOCHEM TECHNOLOGIES LIMITED, Lote

Officer – Supply Chain

(1st Dec 2021 to 31st Dec 2023)

Responsibilities

- Handle & control raw material, lab material engineering material & packing material.
- Preparation of PR & PO required material, and Checking PO of inward material.
- GRN preparation of inward material.
- Material issue against Order & Reservation.
- Preparation of RGP/NRGP as per user requirement.
- Preparation of Service PO & Service entry sheet.
- Responsible for external & internal inventory audit.
- Managing scrap inventory identification and documentation.
- Dispatch of scrap material.
- Making Dispatch Documents
- Creating Process Order & Confirmation in SAP for dispatch material.
- Material Packaging and Stuffing.
- Arranging transportation for dispatch material.
- Inspection and acceptance of incoming containers.

AL-TASNIM ENTERPRISES LLC – Muscat (OMAN)

Dispatch Clerk

(January 2019 to Sep 2021)

Responsibilities

- Organizing and maintaining files and records.
- Assist in receiving incoming delivery orders from clients & sales persons.
- Preparation of Delivery documents in SAP.
- Daily Deliveries shipping documents preparation.
- Ensure quality of data input in the SAP for all order processing related outputs.
- Purchase Order generating as per the daily material requirements.
- Preparation of Goods Receipt Note (GRN).
- Transportation and shipment arrangements.
- Shipment tracking and update to the customer on timely basis.
- Time sheets generating as per daily program.
- Maintaining daily reports of all vehicles related to breakdown & actual working.
- Maintain material in SAP & Physical.
- Handling team of 10 persons (Expertise Company) for all heavy vehicles.

ACHIEVEMENT

Awarded by ED & CEO for noticeable contribution in the year 2022-2023.

EDUCATION

B.Sc. CHEMISTRY – 2016

Mumbai

UniversityPass

Class

HSC - 2013

Kokan Board

Percentage –

50 %

SSC - 2011

Kolhapur Board

Percentage –

69.27 %

SKILLS & KNOWLEDGE

Tally ERP 9.

SAP System (MM, SD, PM & PP modules)Effective Team Management.

Logistics

Stock Management

GOAL

SHORT TERM

Having a good position in a reputed organization where I can learn more about all Supply Chain Function & become an effective Supply Chain Professional.

LONG TERM

Become a Supply Chain Lead of well-known & reputed organization where I can utilize my skill & apply my knowledge to increase the organizational value.

PERSONAL INFORMATION

Date of Birth: 3rd January 1995.

Marital Status: Unmarried.

Language Known: English, Hindi, Marathi.

Nationality: Indian.

Hobbies: Playing Taekwondo.

DECLARATION

I hereby declare that the above-mentioned information is correct and up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particular.

Place:

Date:

Siddhesh Shigwan