

Mohit Arora

Assistant Manager Commercial.

A Hardworking, focused & Disciplined manager who has 7+ years of Experience in supply chain management. Excellent at Problem Solving, Critical thinking, decision making through process improvement.

Contact

Address

Sector-70A, Gurgaon,122101

Phone

+91 9999124345

E-mail

mohit9390@gmail.com

Skills

Supply chain Management

Planning & Forecasting

Vendor Evaluation

New Vendor Development

Purchasing & Procurement

Inventory Management

Warehouse Management

Achievements

Awarded “**GEMS Winners -Feb 2022 & Oct-2022** for Introducing weekly Replenishment model & maintaining minimum stock level with zero stock out.

Work History

2021-July – Assistant Manager - Commercial

Till Date *Dr. Lal Path labs Ltd., Gurgaon, Haryana.*

Strong Experience of Handling Labs of Complete South & North Region Including Reference Labs.

- ❖ **Supply chain Management:** Complete P2P process i.e. Indent Analysis, On time PO Creations, On time dispatch & Delivery, On time GRN, Payment Release as per Credit Period from Finance & Managing internal stake holders, Settlement of Credit/Debit Notes with Vendor's.
- ❖ **Forecasting & Planning;** Planning Monthly Inventory for Pan India, implemented weekly Replenishment model & Managing Inventory at minimum level with no stock out at Reference lab & Movement of Nearby Expiry& Excess inventory inside the Group.
- ❖ **Vendor Evaluation:** Doing Monthly & Quarterly Business review (QBR) with Top 20 Vendors & Evaluating their Performance on the basis of OTIF, Service TAT, Instrument Downtime & Cost Per Test (CPT)
- ❖ **Supplier Management:** Identifying New Supplier & Development to align them to our business with a distinctive focus on the quality, consistency & Cost. Target of maintaining minimum 3 vendors of each SKU except specialized items.
- ❖ **RFx & Procurement Management:** Publish RFQ's, Supplier Proposals & create Comparative Statement, A techno-commercial negotiation with Suppliers to Freeze Rate.

2020-Oct- Senior Associate (Purchase Dept)

2021-July *Daawat Rice (Maxx Solutions), Gurgaon, Haryana*

- ❖ **Supply Chain Operations** for Europe vertical includes Ordering | Warehousing| Invoice processing covering end to end **P2P**.
- ❖ **Supply & Demand planning** on weekly basis to arrange the packaging material for the production.

Rewarded as **Best employee for 2nd Quarter’2022.**

Highest Business Impact Award in 2019 by **Saving 30 lacs in 2019**

Faced the audit of **SPS (Schneider Production system) in 2017** for the clause of Process control Plan and Schneider Idea System and achieved the score of standard level.

Achieved the KE of 75%.

Education

MBA Operations

Inst: IMT Ghaziabad
2016-2018 with GPA- 66.33 %

B-Tech in Mechanical

Inst: SSIET University: PTU
2008-2018 with GPA- 68.66 %

Certification

Optimizing Procurement & supply chain from ISM (Institute for Supply Management)

Software

SAP

ERP- Microsoft Dynamics AX

Power BI

Hobbies

Cricket

Listening Music

Personal Particulars

DOB- 09-March-1990.

2018-Nov –
2020-July

Supply Chain Executive

OYO Rooms, Gurugram, Haryana Supply Chain Operations for Smart appliances Category.

- ❖ Proficient in Warehouse Operations which includes handling the operations like On-time GRN, Quality checks, Binning, Picking, Packing, On-time Invoicing, Vehicle placement, Dispatch within the TAT, Short- Excess, Cycle Counts, Stock Stake, FIFO Etc.
- ❖ Supplier Identification & Development.
- ❖ Maintaining the KPI's like on time delivery, less transit damage, Less inventory mismatch.
- ❖ Coordination with Finance and internal teams for the smooth release of payments.

2016-Oct -
2018-Nov

Senior Logistics Executive

HPCL-Mittal Energy Limited, Noida, Uttar Pradesh

- ❖ Handled the project of [GGSR] Refinery Shut down, Polypropylene unit & BSVI.
- ❖ Handled the warehouse of Bulk items such as Valves, Flanges.
- ❖ Handled the Reverse Logistic (RMA).
- ❖ Handled around 200 to 300 domestic and international shipments on a monthly basis and ensuring each shipment must reach within TAT.
- ❖ Coordinating with Procurement team, Vendors & EIL (Engineers India limited) for QAP, IRN and expediting the deliveries.
- ❖ Submitting the weekly reports to the AGM and reviewing all PR’s, Coordinating with TPI companies Like TUV, BV for the submission of the Inspection release note (IRN).

2015-Feb-
2016-Sep

Warehouse Assistant Manager

Schneider Electric India Pvt LTD, Sonipat, Haryana

- ❖ Specialist in **Warehouse Operations (Inbound & Outbound)**
- ❖ Reporting the monthly files Like MIS, EHS files, YTD Files, KPI's Files to DC head.
- ❖ Inventory Management.