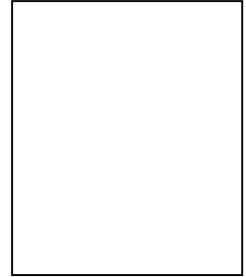


RESUME



Mr. Vivek Shivaji Sonani.

Email Id: Vsonani200@gmail.com

Contact No: +91-7020207620

Career Objective:

“To be part of an organization where every challenge is accepted as an opportunity, work culture is best for the teamwork and innovation. My objective is adding value to the organization through continuous improvement“.

Skills & PROFICIENCIES:

- Adroit & agile professional with over 10 above years of experience in Team Management, Perpetual Inventory Audit, Inventory management, Internal Audit, MIS, Process Audit, Process mapping, Bill of Material, Supply Chain, Quality Assurance, Warehouse & floor Operations. Currently spearheading with **Reliance Retail LTD. As a SCM Operation & Logistics (since 03.08.2015 till date.)**
- Demonstrated professional strengths in mapping processes, requirements, materials planning, procurement, quality assurance and management of inventory & Internal Audit
- Conceptually strong with a pioneering and logical approach to the work with an eye for detail. Coherent with proven expertise in time/people management, multi-tasking and problem solving abilities.
- Exceptional communication skills, verbal and written, with the ability to perform unmatched expectations.
- ✦ Operating System: Windows-7, 8, XP
- ✦ Computer Knowledge: MS-Office.
- ✦ Software knowledge: SAP System (MM, PP, SD, WM Module, Oracle)
- ✦ Lotus Notes Mail System, Outlook Mail System.
- ✦ A Talented Material Management with extensive SAP (ERP System) & Excel Experience

Core Competencies:

Inventory Management ✦ Operations ✦ Procurement ✦ Manpower Management ✦ Internal Audit ✦ MIS ✦ Mapping Standard operating procedures & ensuring its Adherence

Work Experience:-

Currently working as a **SCM** from August 2015 to till date in **RELIANCE Industries LTD.** Jio Center. ((Fine Tech Corporation Pvt. limited of Reliance Industries Limited)

- All Transaction carried out by SAP System As well as FIORI Portal.
- SAP 447 Server for PR Production.
- SAP P91 Server for O&M (Operation & Maintenance Network Department)
- SAP 417 Server for REATAIL service.
- SAP 416 Server for Capex Material.

JOB PROFILE:-

- Order Planning and management supervision orders flow send to customer end, Sales/services Team & Distributors.
- Order Execution – 98% TAT adherence within 24 hours (RP + 24 hrs.).
- Insure Bikers Claims, Bikers Safety, Attendance roaster, hiring, and their performance, expectations and goals.
- Responsible Handling Cash and reconcile the same for next day deposit Non-Financial.
- Responsible whole operation of Warehouse & reporting to DC manager.
- Responsible for if any shortage, excess, damage in Warehouse inventory.

- Ensure every day cycle count is done & Implementing internal audit report observations also. Maintaining inventory of 1.75 crore. Which is continuously rotating.
- To ensure Proof of Delivery (POD) and carry out Goods Receipt Note (GRN) is done immediately after receipt of material from the DC.
- Responsible for arresting & correcting the inventory mismatches in system as well as physical right from inward, Issuance, dispatches till customer end.

O&M Operations – To ensure that 98% issue to vendor is as per defined TAT. 24*7 hours services .

- 100% Adherence to process by JC Operations. Fiori Compliances to be ensured.
- Inventory Management in JCs to keep inventory losses not >0.1 %.
- Monthly Audit report to be signed off with JC FCNA & record.
- Maintain Performance Score Card rating for JC to be > 90% for all 52 weeks.
- To Ensure Training for JC SCM Assistant & JC Biker.

DHL LOGISTICS

The Organization in Reputed Manufacturing and selling All Cosmetics Production(Supply Chain)

DESIGNATION : Warehouse Executive.

WORK EXPERIENCE : From Oct 2013 to July 2015

- Handling total Warehouse activity and manpower.
- Responsible for a continuous supply of the product to the distributor.
- Checking all consignment at the time of receiving and dispatch to avoid shortage or damage cases.
- Maintain the stock requirement data of all sales vertical to avoid a shortage of material in the warehouse.
- Arranging replacement of damaged material.
- Daily MIS Report sends to HO in time.
- Follow-up with all service providers to submit the bills on monthly basis.
- Physical stock taking in end of the every month for 99% result in Internal Audit.
- Experienced in multi-drop transport management.
- Responsible for Supervision off all the operation activities such as Receipts, Perpetual Inventory, Space utilization and General Administration.
- Reporting to management daily Returnable, non-returnable and receiving of all materials.
- Handling system entries of Invoice details, Stock Transfer Note & GRN.
- Accountability Raw & FG material.
- Control and optimize all physical flows, both internally & externally Inventory accuracy of total RMPM.
- Preparation of Stock Report, GRN report, Daily Issues& consumption report, pending of all inward queries.

IABIL CIRCUIT INDIA PVT LTD (Ranjangaon, Pune)

The organization engaged in reputed MNC and Manufacturing, Distributing Electronics Home Appliance Products.

DESIGNATION : **Store Keeper**

WORKING EXPERIENCE : **From Sept 2009 to Sept 2013**

As a Store/IA assistant in materials department with 4 year experience in material management.

Stockroom

- Operating the warehouse management in a SAP system.
- Responsible for all store activities like maintaining inventory as well as monthly reconciliation.
- Responsible for a continuous supply of the material to the production line for so that the production line should not be stopped. Through the internal KAN-BAN bin replenishments & External KAN-BAN.
- Looking after Inward & Outward activities of material.
- Perform monthly cycle counting for 'C' & 'B' Class component. Perform weekly cycle counting for HMP (Highly marketable Part) component.
- Reporting management weekly & monthly stock statements.
- Materials planning as per production requirement and feeding it on lines.
- Materials arrangement as per production plan and issue it online.
- Receiving all raw material as per challan also verify quantity.
- Daily reporting of aging material in the warehouse.
- Responsible for material issued on the production line as per sequential plan, with maintaining FIFO.
- 5's' activities.
- Maintain MIS report
- Row Material planning and execution.
- Negotiation & Co-ordination with weekly planning.
- Production entry tracking. Daily Production Booking in a SAP (Back Flush).
- Daily working five shift shortages & details sent to management. Any shortages part highlight & follow-up.
- Daily Downtime status updated in morning meeting.
- Inspection Scanning Activities.
- Personally negotiation & Co-ordination with Production & Store.
- As per plan arrange to kit by Kan-Ban process in store.
- Arrange Manpower Management & supervision.
- To liaise with Buyer, production, ME, TE and other with matter pertaining to MRB, RTV or RTC issues.
- Scrap Accounting & Reconciliation.
-

Educational Qualification:

Exam	Year	Board	Marks (%)
B.A	2008	North Maharashtra University	55.00
XII th (H.S.C.)	2005	Maharashtra State Board Nasik Division	60.00
X th (S.S.C.)	2003	Maharashtra State Board Nasik Division	57.33

Basic Knowledge:

- Languages Known: Marathi, English, Hindi.

- **Strengths :**

- Hardworking Ability
- Excellent Interpersonal Skills

- **Personal Details:**

1. Name: Mr. Vivek Shivaji Sonani.
2. Birth Date: 02/May/1987
3. Gender: Male
4. Marital Status: Married
5. Nationality: Indian
6. Permanent Address: A/P Betawad Khurd, Tq: Jamner, Dist: Jalgaon,425310.
7. Current Address: At Post Chakan, Tq: Khed Dist: Pune,410501

Declarations:

I hereby declare that the information furnished above is true to my best of knowledge.

Date:

Thanking You

Place:

Yours Faithfully
Vivek Shivaji Sonani.