

## J. SATHEESH KUMAR

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**Seeking Challenging Position with a leading organization that would facilitate transformation of my ability, experience and skills to create value for the company within organisation of reputed.**

### CAREER CONSPECTUS

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- A dynamic professional with **nearly 23 years** of rich experience in Warehouse Management, Logistics Management, Transportation, Freight Forwarding and Team Management.
- *Proficient in supervising & controlling the warehouse operations along with overall logistics processes & services at vendors end & providing valuable suggestions for efficiency enhancement.*
- Domain expertise in managing Logistics and Freight Forwarding operations.
- Adapt in supervising & controlling the overall logistics processes & services at vendors end & providing valuable suggestions for efficiency enhancement.
- Proven skills in managing teams to work in sync with the corporate objectives & motivating them for achieving business and individual goals.
- Effective communicator with exceptional interpersonal skills and hands on experience in team leadership & imparting training to new hires.

### ORGANISATIONAL EXPERIENCE

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<u>Tenure</u>	<u>Company Name</u>	<u>Designation</u>
Jan12 – till date	Vantec Logistics India pvt Ltd ( Renault Nissan India Ltd)	Operation Supervisor
June11 – Dec12	Uti Worldwide india pvt Ltd ( kouchan)	Warehouse Executive
Jan'09 – May'11	Ceva freight (India) Private Limited(Nokia SEZ)	Warehouse Incharge
Sep06 – Dec08	Kochi Logistics Services Pvt. Ltd.( Epson Seiko Japan )	<b>Warehouse &amp; Logistics Incharge</b>
Nov'03 – Aug'06	TVS Logistics Services Ltd.( TATA Motors Ltd )	Assistant Officer
Apr'98 – oct'03	Bhawar Sales Corporation (Procter & Gamble India ltd)	Logistics Officer

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### SKILLS

**WAREHOUSING 3 PL & 5 PL , LOGISTICS , SUPPLY CHAIN, TRANSPORTATION, ERP,  
IMPORT & EXPORT**

#### **Specific duties & responsibilities:**

##### **Operations:**

- Efficient and cost effective operation and utilization of the warehouse
- Plan and schedule all warehouse activities including receiving, storing and handling return/ damaged goods to ensure customer requirements are met in an efficient manner.
- Plan labour & other resource needs based on client operational requirements, increase of volumes and input from management.
- Make recommendations to senior management on programs related to educating of staff on improving warehousing operations
- Meeting client & internal KPI on a daily basis

**Communication:**

- Attend meeting & interact with operation Manager, Supervisor, Pickers & Sub-contractors to establish goals & also with the client.
- Interact with HR, Admin, QA and warehouse employees

**Layout:**

- Develop a space utilization Plan report to meet the prescribed cost and service standard
- Monitor the space layout plan to ensure it continues to meet the company standards.

**Labour Management:**

- Direct the operations of the warehouse supervisory personnel to achieve prescribed objectives.
- In collaboration with manpower, develop and maintain a productive work team by creating programs for hiring, training and professional development.
- Apply sound communication and motivational techniques in supervising, counseling and disciplining subordinates.
- Implement the company performance evaluation system for recommending promotions, wage increases and terminations.

**Equipment:**

- Ensure the efficient operation and utilization of all warehouse equipments.
- Ensure annual maintenance of all equipments.
- Has to make sure the all break down & utilization report will be available to finance department on monthly basis.
- Arrange & report the quantity and type of equipment to meet business needs and minimize costs.

**Safety:**

- Implement direct programs to ensure the safety of all personnel, equipment and property. Provides safety instruction to personnel as needed(formal/informal).
- Report all work related injuries and provide immediate medical attention to injured employees as necessary.
- Information about all the required emergency numbers of the nearby Fire service station, immediate police station etc.

**House Keeping:**

- Co-ordinate with the QA department in all programs to be implemented ,by getting all the subordinates to follow them strictly to enhance the quality consciousness among them
- Ensure Cleanliness in the stores and counters, pest control system and assure compliance with appropriate government regulations.

**Customer Service:**

- Ensure high levels of customer satisfaction.
- Continually maintain a professional and courteous relationship with all customers.
- Ensure that the self audits & KPI are done to improve world class service.

**Inventory management:**

- Ensure current & accurate inventory control for client without variation.
- Develop & execute of the cycle counts, monthly stock counts & joint inventory counts with the client.

**Reporting:**

- Ensure the accurate and timely preparation, processing, distribution and retention of all necessary reports and records regarding warehouse operations.

**Costing:**

- Develop & track the warehouse costs& ensure the budget is maintained on monthly basis. Provide details for the cost variances with suitable reasons & develop cost reduction & productivity improvement initiatives.

## PROJECTS DONE

- 1) Rewarded for successfully handling distributor Warehouse operation from Procter & Gamble
- 2) Managed Space optimization & utilisation project at Nokia SEZ warehouse during overflow inventory created storage space based on box size and Weight
- 3) Parallel Racking project Initiated at TATA motors Bangalore created single location to avoid Mixup & Part storage
- 4) Implemented WMS project at TATA motor warehouse physical vs systemwise for spare parts warehouse.
- 5) Highest Volume Handling award presented by Epson working with Kochi Logistics services
- 6) Effective utilisation of location by following FIFO & LIFO system of binning process at Nissan Export Warehouse
- 7) Gemba 5S, KPI got appreciation award for best kaizens & operation excellence
- 8) Zonewise & Casecodewise part storage and Reduce FLt movement achieved Productivity at Nissan Export Warehouse

## NOTABLE ACHIEVEMENTS

- Conducted systems study of the company's process in various locations under their relationship.
- Significantly engaged in the configuration of company's systems in ERP package.
- Pivotal in the training of users at various levels in the systems.
- Introduced two different marshalling options which resulted in time consumption.
- Instrumental in conducting discussion with the IT team for deletion the steps; as soon as the materials are picked the TAG ID should go direct to the shipping zone.
- Awarded and felicitated the individual performers for motivating them to perform better.
- Reduced transportation expenses and improved customer service in diverse industries successfully implementing logistics services.
- Comfortable prioritizing and managing multiple projects under pressure.
- Highly skilled at building and presenting appropriately detailed reports to senior management and at communicating effectively across departments to align strategic initiatives and execute corporate objectives.

## SPECIAL TASKS

- Removal of non-moving, slow moving goods from finished products and storing in the separate place.
- Daily planning for space optimization and utilization and generating warehouse occupancy report and submit to the Management.
- MIS Report creation and achievement on 0% line stoppages and 100% KPI, KRA & 5S got achieved
- Conducting weekly supervisor & management minutes of meeting
- Successfully conducted Quarterly Committee meeting & review
- Daily conducting floor meeting & solving issues and Giving solutions

## SCHOLASTICS

- MBA from Madurai Kamaraj University (Specialization in Production Planning Control & Materials Management)
- Post Graduate Diploma in Materials Management from Annamalai University.
- Bachelors Degree in Mathematics (B.Sc) from Sindhi College, Madras University.

## TECHNICAL SKILLS

**WMS** : Exceed and Red Prairie  
**IT SKILLS** : Honours Diploma in Software Technology from NIIT & Windows.  
SAP MM Module from Pollus Technologies – Bangalore.  
**Languages** : Fluency in English & Tamil.

## PERSONAL DOSSIER

- Date of Birth : 07<sup>th</sup> May 1975
- Residential Address : #New No. 69/B, Old No. M41/B, TNHB Colony, East Avenue, Korattur, Chennai – 80.