



SACHIN FERNANDES

Warehouse In Charge

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WORK EXPERIENCE

Currently associated with Abdullah Abdulghani & Bros, in Industrial & Automotive Division as Warehouse in Charge from **April '15 to present**.

Abdullah Abdulghani & Bros is a well-established company with a capital of 150m Qatari Riyals. It is the main dealer of Toyota Automobiles in the State of Qatar. It is established in 1956 and ever since, it has been the market leader with more than 35% of market share.

Heavy Equipment Division is formed to cater the Industrial and Automotive business with wide range of products such as Forklifts, Generators, Cleaning Equipment's, Tires, Batteries, Oil and lubricants, Automotive Paints and Aftermarket Markets.

Key result Areas

Warehouse Operations:

- Handling 3 warehouses of different materials such as Automotive aftermarket products (3M, Kansai Paints and lubricants), Tires, Batteries, Oils and Lubricants, Bedliners, Cleaning Equipment's, Generators, Industrial Equipment (Toyota Forklifts, BT reach Trucks and HPT's) and Racking Materials.
- Handling a total space of 8500 sq.mtrs.
- Successfully handling a team of more than 50 staff including, Store keepers, Drivers, Pickers, Technicians, Tire changers and helpers.
- Operating 4 delivery and distribution vehicles.
- Daily planning of the deliveries and execution of the same.
- Performing frequent spot checks to reduce the man errors.
- Maintaining the cleanliness of the Warehouse.
- Ensuring the Stacking and storing of the materials according the standards.
- Ensuring the Fire & Safety is up to date within the premises.
- Ensuring 100% correct delivery of the materials are performed by the team.
- Track and analyse inbound and outbound operations
- Oversee the put away and stacking operations.
- Monthly reporting to Higher Management on Warehouse Operations.
- Setting up KPI's and evaluation of the same for all the Warehouse staff and Inventory coordinator as well.
- Maintaining Staff discipline to Company's Higher Standards
- Planning of Staff vacations in advance for the better availability of resources through out.
- Reduce the overtime by proper planning of the operations and staff deployment.

Inventory Operations:

- Ensuring the correct level of Stocks against the Budget.
- Analysis of the Aging Stock
- Weekly reporting of the Aging Stock
- Monthly Aging Stock depletion plan
- Maintain optimum inventory level
- Planning, scheduling and coordinating with Logistic Team for inbound containers on regular basis.
- Quarterly Inventory Check for better transparency.
- Stock entry and making GRN.
- SAP inventory operations.

Procurement Operations:

- Prepare Global order for all the products on quarterly basis.
- Analysis of the Orders provided by Sales team – Material wise analysis
- Verify and analyze the order on the basis of its movements, average sale and aging stock.
- Prepare the Purchase orders for both Local and Global orders

- Keep track of the all the orders and their due terms.
- Procure Staff uniforms yearly basis
- Procure all other requirements of the Warehouse locally.



PREVIOUS EXPERIENCE

LANDMARK GROUP, in a concept of Home Center as Assistant Warehouse Manager

(From November '09 - March'15).

Key result areas

- Daily planning and execution of the same at operational level.
- Projecting the yearly plans for the warehouse and logistic requirement on the basis of business expansion.
- Maintaining the stock of material without any variance by conducting stock verification and documentation; receipts, issues, accounting and monitoring the inventory of the materials
- Adopting and implementing best practices for the cost effective operation.
- Maintaining the warehouse of 140,956 sq. ft to high standards
- Planning, scheduling and coordinating with import department for inbound containers on monthly basis.
- Successfully managed a team of more than 60 staff including Supervisors, drivers, and warehouse operatives
- Operating 4 deliveries and distribution vehicles.
- Ensure adequate inventory levels for shipments gather & analyze stock data.
- Constant monitoring of aging stock and preparing plans for the liquidations.
- Conducting perpetual stock take for the better control on stocks.
- Planning of Staff vacations in advance for the better availability of resources through out.
- Maintaining Staff discipline to Company's Higher Standards.
- Procurement of Non trading items for regular usage.
- Meeting suppliers for better offers.
- Quality check of all the inwards(both Trading and Non Trading)
- Cost effective plans for purchase of Non Trading items with proper vendor comparisons.

Highlights:

- Genesis roll out program from the present systems to WMS.
- Training 30 plus staffs on WMS applications.
- Carried out negotiations of supply contracts for non- trading items from local suppliers.
- Evaluated stocks and liquidated the ageing ones on weekly and monthly basis.
- Liquidated and improvised process of stock movements as well as replenished showrooms hence facilitating in achieving targeted sales
- Developed Activity, Daily Accomplishments and MIS reports for Team Supervisors to enable self assessment and to carry out correction

Administrative Responsibilities:

- Administrating 60 staff strength of multi nationalities.
- Regular coordination with department manager and showroom managers to stream line the retail operation.
- Maintaining good relations with concern government authorities and departments.
- Presenting monthly review to the management for the warehouse operation.
- Setting up of KPA's for the staff and reviewing and analyzing on quarterly basis.
- Pro actively taken over additional responsibilities of picking and put away and zone management
- Distributing the daily reports of picking and put away and fill rates to WH manager
- Optimum utilization of the sources to control the over time

Inventory Management :

Was a key member of Merchandising Control Department for 2 years.

Key result areas:

- Daily updating of Auto Replenishment for 3 retail stores.
- Strategic plans to achieve budgeted sales.
- Successfully handled 3 stores inventory levels thus achieving maximum sell through.
- Close monitoring of ageing stocks and liquidating them on weekly and monthly basis.
- Daily reports on stock movement from WH to all retail outlets.
- Reports on Fast selling SKU's and slow selling SKU's.
- Identifying the Best suppliers and reporting the same to Buyers.
- Coordination with WH for timely delivery of stocks.
- Ensure top selling SKU's are available in locations at all times.
- Ensured Stock Levels are controlled effectively.

- Change of visual displays of slow moving items.
- Coordination with Corporate Sales Department for the stock requirements.
- Worked in coordination with the Visual merchandising team to improve the sale.
- Coordination with the IT department.
- Weekly review of Inventory levels with the Retail Store Mangers.
- Daily reports to Inventory Manager and Concept Manager.
- Analyzing Daily Sales reports.

Highlights:

- Successfully altered the Auto replenishment so as to cater the needs of stores for improved sales.
- Training for Merchandise Analyst for all 3 stores.
- Procurement of Non-trading items from local suppliers.
- Reduced the Aging to minimal percentage.

Retail Sales Advisor

Key Result Areas:

- Worked as Sales Advisor in Home Centre - Household Department for a period of 6 months.
- Successfully achieved monthly targets.
- Suggestions on Inventory and Visual Merchandising of Slow selling articles.
- Led and trained a team of 16 staffs.



EXPERIENCE

STORE MANAGER

IKEAN FURNITURE'S PVT. LTD, BANGALORE, INDIA

2005-06 - 2008-12

Key Responsibilities:

- Opening and closing of the Store
- Day to day Cash Handling
- Recruiting new staff as per the Business needs and training them.
- Maintaining the Sales records
- Achieving Sales targets
- Monthly Stock check
- Maintaining a store of 18,000 sq ft and more than 8 staffs.
- Managing staff records, attendance.
- Managing Delivery schedules and Inventory reports.

SALES EXECUTIVE

EURO TRADITIONS PVT.LTD, BANGALORE

2004-10 - 2005-06

Key Responsibilities:

- Daily sales reports
- Monthly Stock reports
- After Sale customer support
- Maintaining customer relations
- Reporting to the Supervisors



PROFESSIONAL QUALIFICATION

BACHELORS OF BUSINESS MANAGEMENT

ST. PHILOMENA'S COLLEGE, PUTTUR, MANGALORE UNIVERSITY

2001 - 2004

Specialization in Marketing and Finance



TRAINING

- Genesis training in Oracle Warehouse Management Systems
- Store Inventory Module and other Supply Chain Modules



IT SKILLS

Well versed with:

- ERP, Oracle Apps/WMS/SCP/Oracle Business Intelligence Reports, Logistics Software
- MS-Access/Excel/Word/PowerPoint
- SAP – Inventory and Warehousing operations.



PERSONAL INFORMATION

- **Fathers Name:** Valriyan Fernandes
- **D.O.B:** 27-02-1984
- **Languages known:** English, Tamil, Hindi, Kannada
- **Nationality:** Indian
- **Marital Status:** Married
- **Passport Details**
 - **Passport No:** H2783013
 - **Place of Issue:** Bangalore
 - **Date of Issue:** 09-03-2009
 - **Date of Expiry:** 04-01-2019



SUMMARY**JOB OBJECTIVE :**

Seeking new assignments in Warehouse Management / Procurement and Material Management in a reputed organization.

PROFILE SUMMARY

- A result oriented professional with more than 4 years of experience in Retail, Inventory Management, Logistics, Procurement, Order processing and Client Servicing.
- Currently Associated with Industrial & Automotive Division of Abdullah Abdulghani & Bros, Doha-Qatar as Warehouse In Charge.
- Adept in performing order management duties and Store Deliveries on an accurate and timely basis from order entry up to on-time delivery and includes issue of order.
- An effective communicator with good relationship building & interpersonal skills.



DECLARATION

I agree that all the above furnished details are true to the best of my knowledge.

Place: Doha, Qatar

Signature: Sachin Fernandes