

# M.KARTHIK

E-Mail: [M.karthik3194@gmail.com](mailto:M.karthik3194@gmail.com)

Mobile: +91-9600693645

## PROFESSIONAL SUMMARY: -

9 years of experience in Store management and material handling, distribution and logistics operations | Well Expertise in Warehouse, Inventory and Procurement management. Proven track record of optimized inventory processes and **reduce carrying cost by 46%.**

## PROFESSIONAL EXPERIENCE:-



SIVAKRISHNA TVS – Present – Spare Parts In charge



PRALCKA MACHINERY – Aug'23 to Nov'23-Senior Store Executive



HARITHA HONDA – Nov'18 to July'23 – Parts Warehouse In charge



RK BAJAJ – Aug'15 to Mar'18 – Parts Executive



FORD INDIA PVT LTD – June'13 to June'14 – Trainee

## ROLES AND RESPONSIBILITIES:-

### Warehouse and Logistics Management

- Supervised day-to-day inbound and outbound logistics and to meet the internal and external customers' demands.
- Optimized warehouse layout in collaboration with warehouse staff, maximizing space utilization and facilitating easy access of inventory.
- Handled all types of raw materials, consumables, hazardous materials, and engineering materials.
- Implemented and enforced safety protocols and procedures to maintain a safe working environment.
- Handled a 15000 square foot warehouse with 5000+ SKU's of parts, accessories, and tools with an estimated worth of 50 lakhs.

- Managed reverse logistics process including product returns, repairs, replacement and disposal.
- Developed and executed logistics strategies to enhance operational efficiency, decrease cost and improve order fulfilment.
- Collaborated with cross-functional teams to streamline workflows and focus on TAT reduction.

## **Stores and Inventory Management**

- Monitored inventory levels and forecast demand based on history of sales, customer demand and seasonal trends to reduce stock outs and overstocking.
- Determined reorder level, lead times and safety stock levels to ensure uninterrupted supply of materials.
- Collaborative partnership with suppliers to enable timely delivery of materials and to reduce lead times.
- Conducted regular audits, identifying discrepancies and implementing corrective actions to mitigate inventory shrinkage and stock obsolescence.
- Received and verified incoming materials against PO and delivery notes.
- Utilized inventory management software to analyze data and generate reports on inventory turnover ratio to improve overall inventory efficiency.
- Identify slow-moving or obsolete inventory and implemented strategies for liquidation or disposal.

## **Sourcing and Purchase Management**

- Prepared and issued an RFQ to vendors, identifying qualified suppliers, and also made an agreement as per company policies.
- Negotiated favorable contracts with key suppliers, which leads to decrease in procurement cost and an increase in overall profitability.
- Analysed market trends and pricing to identify cost-saving opportunities, resulting in a reduction in overall purchasing costs.
- Monitored inventory levels and implemented just-in-time ordering systems to minimize carrying costs.
- Interacted with the accounts team to release the payment to suppliers within the deadline.
- Collaborated with internal stakeholders to determine procurement needs based on demand forecast, production schedules and inventory levels.

## **EDUCATION:**

- 2020-23      **Bachelor degree in Political science** (Scored 67.15 %)  
Tamilnadu Open University, Chennai.
- 2010-13      **Diploma in Mechanical Engineering** (Secured 87.97%)  
Tamilnadu Polytechnic College, Madurai.
- 2009-10      **High School** (Scored 90%)  
Gurukulam High School, Madurai.

## **SOFTWARES KNOWN:**

Tally ERP9 | ERP Software | DMS Software

## **CORE SKILLS:**

- |                                     |                              |
|-------------------------------------|------------------------------|
| 1. Inventory Management system      | 6.Retail Sales Management    |
| 2. Sourcing & Purchase Management   | 7.Inbound-Outbound logistics |
| 3. Data analysis and reporting      | 8.Interpersonal Skill        |
| 4. Supply Chain Management          | 9.Team Management            |
| 5. Inventory audit & Reconciliation | 10.Vendor development        |

## **PERSONAL PROFILE:**

Date of birth	:	31.08.1994
Father's Name	:	P. MahendraMani
Mother's Name	:	S. Muthulakshmi
Marital Status	:	Unmarried
Alternate Mobile No	:	8248946346
Present Address	:	12-A, Subramaniapuram 1 <sup>st</sup> street, Madurai-625011

## **DECLARATION:**

I hereby declare that the Details Furnished above all is true to the best of my Knowledge and belief.

Date:

Yours truly

Place: Madurai

M.Karthik