




# Sugumar L

Production Planning Controller

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## Profile Summary

**Production Planning and Control** professional with **3 years** of experience at **Teleflex Medical Pvt. Ltd.**, specializing in coordinating production schedules, issuing invoices, and managing end-to-end order processing. Proven track record of ensuring operational efficiency, timely order fulfillment, and a smooth customer experience in a fast-paced, regulated manufacturing environment. Adept at cross-functional collaboration, inventory control, and workflow optimization to support business goals and drive continuous improvement. Strong analytical, organizational, and communication skills with a commitment to quality and customer satisfaction.

## Technical Skills

**Enterprise Tools & Applications:** Proficient in **SAP ECC** modules including **PP** (Production Planning), **SD** (Sales and Distribution), and **MM** (Materials Management) for production scheduling, **Order Management**, and **Inventory Control**

**CRM & Business Applications** : Experience in using Customer Relationship Management (CRM) systems for order tracking, Customer communication, and service issue resolution.

**Business Applications** : Skilled in utilizing business software applications for data analysis, workflow tracking, and Cross-department Co-ordination.

**Invoice & Order Management** : Hands-on experience in managing invoice generation and order processing through integrated ERP platforms.

**Productivity & Collaboration** : MS Excel (Pivot Tables, LOOKUP functions, Data Analysis). MS word, MS PowerPoint, Adobe Acrobat Reader, Reporting planning and documentation purposes.

## Professional Experience

### **Teleflex Medical Private Limited**

| Production Planning and Controller | 2023-present | Pondicherry

- ☐ Planned and executed **daily and monthly production schedules** based on customer demand and material availability.
- ☐ Coordinated with **procurement, warehouse, and production teams** to ensure seamless material flow across the supply chain.
- ☐ Monitored **Material Requirement Planning (MRP)** and raised timely purchase requisitions to avoid shortages or overstocking.
- ☐ Managed **inventory levels** of raw materials, semi-finished, and finished goods to support just-in-time (JIT) production.
- ☐ Analyzed **demand forecasts** and aligned production output with customer order priorities.
- ☐ Handled **export and import documentation**, including **invoice issuing, packing lists, and shipping coordination** with logistics partners.
- ☐ Ensured **accurate and timely dispatch** of export consignments while complying with customs and shipping regulations.
- ☐ Coordinated with **vendors and freight forwarders** to track material movement and ensure on-time delivery.

- ☐ Prepared and maintained **daily production reports, WIP status, and delivery performance metrics** for management.
- ☐ Supported implementation of **Lean manufacturing, 5S, and continuous improvement (Kaizen)** to enhance productivity and reduce waste.
- ☐ Improved **on-time delivery performance** and reduced material shortage incidents through better planning and supplier coordination.

**Hands-on experience in SAP** for production, material management, and invoice processing using T-codes:

- **VF01** – Single Invoice Creation
- **VL10B** – Purchase Orders Due for Delivery
- **VL01N** – Create Outbound Delivery with Order Reference
- **ZMRPPO** – Back Order List
- **MM03** – Material Master Data
- **MD04** – Display Stock/Requirements Situation

## **Projects / Achievements**

Ensured **zero stock-outs** using SAP (MD04, ZMRPPO).

Streamlined **invoice processing** via SAP (VF01, ZVF04, VL10B).

Improved **supply chain coordination** with procurement and logistics.

Supported **Lean & 5S initiatives**, enhancing efficiency and space utilization.

Ensured **timely export documentation and dispatch accuracy**.

## **Certifications / Trainings**

- ☐ Production Planning & Control (PPC)
- ☐ SAP ECC – MRP, Invoice Processing, Material & Order Management
- ☐ O9 Supply Chain Planning System

## **Education**

Surya Group of Institutions | Villupuram |  
 Diploma in mechanical Engineering | 2016-2018 |  
 Percentage 75%

