

JAGAN J



SUPPLY CHAIN COORDINATOR

PROFILE

Highly motivated Supply Chain Coordinator with 3 years of experience in procurement, logistics, and inventory management. Proven ability to streamline supply chain operations, reduce cost, and improve efficiency.

CONTACT

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EDUCATION

Bachelor of Technology
Mechanical Engineering
APJ Abdul Kalam Technical
University
2016-2020

PLUS TWO
Kerala DHSE
2014-2016

SSLC
Kerala HSE
2014

LEADERSHIP

Mentored team members to take on leadership roles, enabling smoother operations during peak seasons or high-pressure scenarios.

KEY ACHIEVEMENT

Successfully handled distribution during peak seasons, ensuring uninterrupted supply of products like PepsiCo beverages, Cadbury chocolates, and Patanjali health items.

EXPERIENCE

KUTTAN'S ENTERPRISES - SUPPLY CHAIN COORDINATOR 2021-2024

- Ensured optimal stock levels for PepsiCo, Cadbury, and Patanjali products to meet customer demand while minimizing storage costs.
- Oversaw end-to-end logistics, including order processing, transportation, and delivery scheduling, ensuring timely distribution across multiple regions.
- Maintained strong relationships with suppliers and partners, ensuring seamless procurement and availability of high-demand products.
- Managed and trained a team of warehouse and distribution staff, optimizing operations for efficiency and performance.
- Worked closely with sales teams to ensure product availability, accurate order processing, and on-time deliveries.
- Maintained accounting coordination, tracking invoices, reconciling payments, and optimizing cost management.
- Improved warehouse efficiency by **20%** through optimized space utilization and staff training.
- Coordinated procurement and purchasing, negotiating with suppliers to secure competitive pricing and timely deliveries.
- Ensured compliance with **warehouse safety protocols** and regulatory requirements for food and beverage storage.
- Implemented FIFO and FEFO methods to maintain product quality and reduce waste.

EXYLR Learning PVT LTD - Sales Executive 2020 - 2021

- Identifies and engages potential students and parents interested in NEET coaching programs.
- Developed and executed sales strategies to meet enrollment targets.
- Kept track of competitor's pricing, course structures, and marketing strategies.
- Participated webinars, educational fairs, and social media engagement to boost enrollments.
- Prepared regular reports on sales activities, progress, and forecasts for management review.
- Educated students on NEET preparation strategies and the benefits of Exylr Learning's coaching.
- Achieved monthly and yearly enrollment targets.