

# Madhuriya Nirankari

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Supply Chain | Logistics | Operations Research | Procurement | Process Improvement | Inventory Control | MS Office | SQL | Labor planning | Cost control | Demand/ Supply Planning | Project Management | Quality Control | 3D printing

## Supply Chain Analyst / Logistics Coordinator

### Summary:

- Highly qualified Supply Chain Management graduate with excellent technical, analytical, organizational and people skills.
- Leadership, Development, Quality Assurance, and Portfolio/Project Management.
- Evaluate work details, coordinate activities, and perform material take-off for all requests.
- Responsible for the setup of the Department and for the training of new staff.
- Monitor and maintain inventory levels for remote stocking and storeroom locations Inventories.
- Train and Supervise Local National personnel to perform various logistic operations.
- Perform monthly, quarterly inventory of all materials on-hand and readjust quantities and ensure all safety policies execution.

### Education:

#### Adelphi University, Garden City, NY

Expected Dec 2021

- Master of Science in Supply Chain Management
- **Relevant Coursework:** Leadership & Innovation in Complex Systems, Management of Technology, Mathematics for Managers, Supply Chain Management, Creating Organizational Value with Operations and Supply Chain Management, Corporate Finance I, Management Information Systems and Business Analytics, Procurement and Global Sourcing, Logistics Management, Marketing Management, Strategic Management.

#### Gujarat University, India

May 2019

- Bachelor of Business Administration in Finance

### Technical Skills:

- **Microsoft Office:** Advanced Excel (VBA& Macros, V-Lookups, Pivot tables) PowerPoint, Word, Project, Access
- **Detailed Theoretical Knowledge:** Supply Chain & Logistics, Warehousing & Distribution, Purchasing, Inventory Control, Operations Management, Quality Control, Vendor Relations, Supplier Negotiation, Project Management, Marketing & Sales.
- **Interpersonal Skills:** Problem solving, Leadership, Teamwork, Multitasking, troubleshooting, creativity and book reading

## Work Experience

### Research Assistant & Social Media Coordinator

Sep 2021 – Present

#### Learning Resource Program, Adelphi University, Garden City, NY

- Researching, connecting with 20+ universities in the USA to compare their data with ours to acquire a competitive advantage.
- Coordinates materials for Instagram Launch of the department.
- Strategically plans, implements, monitors department's social media content and campaigns using complex editorial calendar.
- Interacts with students and staff in effort to take advantage of positive posts and feedback to boost brand identification.
- Completes administrative and research duties per professor request.

### Bridges Coach

Aug 2021 - Present

#### Bridges to Adelphi, Adelphi University, Garden City, NY

- Meets designated students based on individual student's needs once or twice a week.
- Works on building students' vocational skills as well as understanding their learning and working style.
- Works with students on assignments, exams, and research skills.
- Submits reports within 24 hours of meetings.

### Research

Jan 2016 – Jan 2018

#### JG Institute of Business Administration, India

- Conducted observational research on Havmor (2016), Coca-Cola (2017) and Pantaloons (2018).
- Took surveys via Google Forms, questions were both open and close-ended along with the Ordinal-Polytomous response scale.
- Asked 400+ men and women to fill out the questionnaire.
- Collected information about the companies' profile, marketing department, Human Resources and Finance department.

## Achievements

- Leadership Certificate Program (Adelphi University, September 2019 – April 2020)
- The Green Olympiad (2012)