**Resume**

**Mahalingam M**

**B.Com, [ MBA Supply Chain Management ]**

Address: No:31, 1stMain Road, 2nd Cross, Kalyan nagar

Moodalapalya, Bangalore -560072

Contact No: **9538924911 / 8660335393**E – mail ID: **mahalingam125@gmail.com**

**Carrier summary.**

**13+ years of experience in manufacturing &automobile industry’s sectors department of internal logistics, Inventory & warehouse management**

**Objectives:** To obtain a position where my knowledge and experience can be utilized as well as enhanced towards achievements at work, there by contributing honestly to the organization growth and profitability.

***1. Safety:***

* Always safety first work culture
* Adherence of all safety rules &regulations & Promote the same to my team to follow always
* Hiyari Hatto, Weekly / monthly department wise safety audit & implementation of countermeasure action on identified abnormality
* All member involvement in safety promotional activity’s & daily jobs
* Safety mid set on job as always, by ensure accident / incident free from work
* Theme base safety audit in shop floor through all members heart full involvement
* Ensure PPE’s compliance strictly as always on job
* 100% seat belt / helmet compliance while commutation

***2. Planning:***

* Roll out monthly & daily Heijunka production plan, by effective co-ordination of related department
* Pro-active approach of material planning under the contingency situation
* Circulate the requirement plan among the internal department , forecast requirement plan

updation to supplier for material preparation

* Shelf life parts requirement planning with lean inventory

***3. Purchasing:***

* Introduction & development of suppliers for material supply
* Negotiation & finalization of commercial related activity’s
* Quotation arrangement & finalization of part price / commercial aspect
* Purchasing always with lean inventory & value of the service & goods
* Formulation of purchase policy, terms & condition to have transparency in the procurement & legal documents
* GST & HSN updation in the master parts list
* Joint study with supplier to their process, eliminate non valid process & activity’s , thereby reducing the part unit price
* Supplier delivery performance card system & improve & eviction supplier based on the performance
* Elimination of duplication part registration & procurement
* Part analysis, domestic sourcing of procurement, thereby cost benefit to

the company

* Order lot, lead time negotiation with supplier
* Discuss with supplier & develop new product as per the required spec
* Purchase order updation to supplier & validity extension

***4. Budget:***

* Budget planning, validate, approval & controlling
* Allocation of budget to the related section’s
* Scheduling the budget utilization plan vs actual
* Ensure the project progress as per the schedule

***5. Ordering:***

* KANBAN system through material ordering
* Forecast the requirement, scheduling & controlling the procurement
* Set up the re-order level & 2 bin system parts ordering
* Follow-up & ensure the supply at right time
* Shelf life parts re-ordering through production volume basis
* Providing delivery schedule, forecast requirement, Purchase order to supplier

***6. Storage:***

* Material receipt should be against the order within validity
* FIFO, 2 bin , Jit & Jis part storage & supply to the production
* Storing the part based on the consumption frequency to easy access
* All parts stored with proper identification condition
* Re-order level, min & max visualization at material storage

***7. Inventory:***

* ABC inventory analysis, Schedule the stock counting plan & reconciliation of stock mismatch
* Identifying slow moving list and non-moving list by consumption & age wise – discussion with management for salvage or disposal.
* Monthly stock statement preparing and publishing to Finance head.
* Ensuring Quarterly stock checking for all A & B class items.
* Ensure dispatching spares to customer as per purchase order & Internal work orders
* Material supply to production line JIT & JIS system
* Arranging transportation and packing for the materials to be dispatched.
* Preserving records for audit purpose & inward , outward register
* Maintaining optimum inventory with good storage condition

**Core competencies:**

* Controlling the daily operation by instruct team to perform their individual job role to achieve the KPI target
* Maintaining Optimum stock levels

[ 3R – Right time, Right qty & Right quality ]

* Material planning & vendor development
* KANBAN system inventory management, TPS standard adopt in the process
* Effectively Maintaining 2 bins system, FIFO storage system, 5’s discipline in shop floor & Poka Yoke error proof system in inventory management
* Stock audits & (ISO9000, ISO14000 & OHSAS 18000) Audit facing as per stores functions records maintained & evidencing to auditors and updating periodically.
* Purchase order release & supplier development
* WES & SOP preparation, control the operation in the standard method
* Truck management
* Offering inspection for incoming quality check

**Team work & subordinate development:**

* Training plan & periodic review to improve multi skill operations
* Develop system & standardization with related stake holders involvement
* On job & Off job training for new roles &responsibilities
* Continuous improvement on each process & revision
* Allocation of roles & responsibilities on PDCA manner

**Certifications:**

**Participated & awarded**

**QCC – 2**

**CII Kaizen - 1**

**Operation skills:**

**KAIZEN, QCC, FIFO, LIFO, TPS, 5’S, WES, SOP, KANBAN, 2 BIN SYSTEM, JIT, JIS, 3M & A3 problem solving skill**

**Work experience:**

|  |  |  |
| --- | --- | --- |
| Company Name | Position Held | Job responsibility ( shortly defined) |
| 2.M/s. Toyota Kirloskar Auto Parts Pvt Ltd., Blr.,562109**From : Nov 24th,2011 Till Mar 13th, 2019**(7.4 Years) | **Team Leader – Materials & Inventory Controls - Stores** Reporting to department Manager. | 1. Responsibility for day to day operations [Ordering, Receipt, Accounting, Storing & issuing ]. Controlling the process towards KPI achievement.

2. Meeting internal and external customers’ requirement planning3.Inventory & material FIFO storage control4. Follow-up& material arrangement on time as per the plan.5. Ensure Material Issuing to production as per Heijunka.6. Improve supplier delivery performance by initiate countermeasure actions.7. Ensuring ISO 9001, 14001& OHSAS18001 procedure in business activities.8. Cost saving & Achieving in given targets within the given periods.9. Finished goods accounting & Daily publish FG report to Top management.  |
| 1. M/s. Weir Minerals India Pvt. Ltd., B’lore-58From : 2004 – to Oct-11(6 Years) | **Executive stores & Production** **Reporting to Stores Manager.** | 1. Maintaining Optimum stock levels for A & B class materials with collaboration in team. 2. Implementing SOP’s and stock accounting, auditing, and adhering to statutory compliance& stock reconciliation.3. All incoming materials checking with respect suppliers invoice and quantity4. GRN preparation in ERP ( materials accounting and issues)5. Offering inspection for quality checkMaterials arranging and identification with respective locations All rubber parts preserving and issuing FIFO basis6. Experience in Assembly & painting process |

**Audit Experience:**

1. Facing all internal and external stock audits

(Sept end & March end - Half yearly & Year-end for statutory audits, when every excise Audits come across, complaining audit documents and evidence’s and records.

1. Safety audit & countermeasures sustainenance check at Genba weekly theme basis.
2. Standard work audit & WES revision as per change point / improvement
3. Surprise check PPE’s adherence & compliance of safety rules, Educate & training to promote

“incident / Accident should be ZERO”

1. Environment policy compliance check& Suggestion for improvement
2. FIFO & Kanban audit at Genba

**Computer skills:**

Excel, Word, Power point, ERP, Typing ….

**Academic details:**

|  |  |  |  |
| --- | --- | --- | --- |
| SL.NO. | NAME OF COURCE | NAME OF INSTITUTIONS | YEAR OF COMPLETION |
| **01.** | **MBA**-**S**upply **C**hainManagement | IIMM-Bangalore. | Progress |
| **02.** | **B**.**Com** | Bangalore University – Bangalore. | May- 2011. |
| **03.** | **+2** | Govt Higher Secondary School, Denkanikotta – TN | Mar-2005 |
| **04** | **SSLC (10th Std.)** | Govt High School, Andevanapally – TN | Mar- 2003 |

**Personal information’s**

Name :MAHALINGAM M

Date of birth & Age : 12.05.1988 & 31 years

Sex : Male

Marital status : Married

Religion : Hindu

Nationality : Indian

Languages known For Read write &speak: English, Tamil, To Speak: Telugu, Kannada& Hindi

Declaration: I hereby declare that all the above information given are true and correct to best of my knowledge, I bear the responsibility for the correctness in this application, and if opportunity given I will be the potential resource of the organization growth. If required you can check with the references.

Sincerely,

(MAHALINGAM M)