**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**](mailto: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:**

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| --- | --- | --- |
| 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 planning  3.Inventory & material FIFO storage control  4. 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-58  From : 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 quantity  4. GRN preparation in ERP ( materials accounting and issues)  5. Offering inspection for quality check  Materials arranging and identification with respective locations  All rubber parts preserving and issuing FIFO basis  6. 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:**

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| --- | --- | --- | --- |
| 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)