**S.LAKSHMI NARAYANAN**

**CONTACT: 7708658248, 7200510525 EMAIL: lakshmi.narayanan330@gmail.com**

**A BRIEF SYNOPSIS:**

MBA with specialization in Sales, Marketing, Export and supply chain management operations. Currently associated with Doowon Electronics as Senior Engineer- Business Planning & Sales. Fair understanding in increasing Sales, developing productive business relationships, coordinating with Customers, Logistics people, Factory for Sales & Marketing development. Experience in Warehouse maintenance, export and Production planning. Been proactive and focused as a student and professional. Possess excellent organizational, relationship management & analytical skills.

**EXPERIENCE DETAILS:**

**Doowon Electronics India (P) Ltd- Senior Engineer – Business Planning & Sales: Oct 2020- At present**

**Roles & Responsibility:**

* Serves customers by identifying their needs and engineering adaptations of products, equipment, and services.
* Dealing the Major OEM Customer in the Industry, Hyundai Motor India, Glovis Motor India and KIA Motor India.
* Preparing the Yearly business plan to the management.
* Ensuring and Cross verify the monthly Sales plan from Colleagues.
* Monitoring daily Sales against the OEM’s Plan.
* Gains customer acceptance by explaining or demonstrating cost reductions and operations improvements.
* Submitting Dally Sales reports against the plan to management.
* Supervising 15 Manpower with two Warehouses.
* Preparing Monthly reports and business reports for monthly meeting.
* Develops customer’s staff by providing technical information and training.
* Supervising and monitoring Colleagues team for purchasing supporting item for smooth Sales activities.
* Co- Ordinate with Purchase team for any late arrival Child parts shipments & arranges the item then and there against the OEM’s plan with Management approval. Preparing and Submit Simulation plan for critical shipments FG parts.

**Notable Attainments:**

* Making Daily FG stock as System based.
* Introduce FIFO system for Child parts.
* Plan given to Management to Expand Warehouse for Empty trolley storage area.
* Make Proper System for Empty trolley receipt from OEM’s against dispatches in a cyclic process.
* Utilize the empty space and given plan to insert Racks to maintain FIFO for all parts.

**TVS ARGOMM (P) LTD- Logistics & Warehouse Associate: Nov 2014-Sep 2020**

**Roles & Responsibility:**

* Preparing Quarter wise budget plan, analyzing the market condition every ﬁnancial year and present the budget plan for each customer wise & part wise.
* Following 12 customers & 500 parts in south region.
* Regularly follow up with customer for monthly schedules.
* Giving production plan to the company as per customer schedule month wise.
* Co ordinate with factory and organize the parts as per the customer schedule.
* Receiving the parts from factory and Co ordinate logistics to arrange the parts in FIFO manner.
* Follow up regularly with customers for Daily schedule.
* Arranging supplies as per the customer requirement on daily basis.
* Making Invoice in Tally ERP9 & generating E way bills, making ASN against the customer daily plan and arrange for supplies FIFO basis.
* Co ordinate with logistics team to ensure the supply to reach on time to customer premises.
* Ensure goods receipt note after every delivery on daily basis.
* Continuously follow up with customers for extra orders to achieve the quarter wise budget.
* Generate monthly collection plan as per GRN date and customer due dates and submitting to accounts team on monthly basis.
* Follow up with customer for payment collection to achieve 100% collection plan on Monthly basis.
* Authenticate logistics bills for payments.

**Notable Attainments:**

* Ensure 100% deliver as per customer monthly schedule for the last 4 years.
* Achieving 100% collection against the plan given on every month.
* Ensure on time delivery to satisfy the customer over last 5 years.
* Achieved 100% inward against the budget for the ﬁnancial year 2017, 2018.
* Handling 100 parts in initials stage of 2014 & now handling more than 500 parts.
* Cash price awarded by the management in the year of FY 2017 & 2018 for reducing the freight cost up to 75%.
* Achieved region budget on the FY 2017, 2018.
* Handling Automobile customers like WABCO INDIA, DELPHI TVS, BRAKES INDIA etc.
* Appointed as Sales Associate for the region in the year 2016, earlier appointed as Trainee as Sales department.

**WABCO INDIA LIMITED- Warehouse Associate: May 2012-Oct 2014**

**Roles & Responsibility:**

* Shift In charge for the presented shift.
* Controlling 4 Man power for each shift.
* Controlling Ware house and logistics operation for the shift.
* Co ordinate with logistics provider and arrange for the vehicle/ container as per the dispatch plan.
* Preparing stock statement every day and ensure of matching of physical stock with system stock.
* Ensure stock should be stored as per FIFO manner.
* Ensure FIFO display board every day.
* Prepares Invoice, ASN in SAP as per dispatch plan.
* Submission of Air way bills and shipping bills in SEZ portal.
* Ensure parts should be dispatch as per FIFO basis.

**ACADEMIC CREDENTIALS:**

* 2018 Master of business administration from Annamali University, Chennai, and Secured 71%.
* 2015 Bachelor of computer application from Annamali University, Chennai, Secured 60%.
* 2011 Higher secondary certificate from Don Bosco Higher secondary school, Madurai, Secured 83.34%.
* 2011 DTP (Photoshop, Corel draw, page maker) in Computer Software College.
* 2009 Secondary school leaving certificate from Don Bosco higher secondary, Madurai, Secured 88.6%
* 2009 Professional Course (MS Office, Tally ERP) in Computer Software College.

**Current CTC: Rs.4.70L**

**Notice period: 30 days**

**Personal Information**

Date of Birth : 23rd Oct 1993

Communication Address : No. 3/38 Poigaialwar Street, NH1

Maraimalai Nagar, Chengalpet PO,

Kanchipuram- 603209, Tamil Nadu.

Languages Speak, Write : Tamil, English.

Marital Status : Married

**Date:**

**Signature: Place: Chennai**