

ATHUL K.S

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[ksajeevathul@gmail.com](mailto:ksajeevathul@gmail.com).

**Professional Summary:**

An experienced logistics and Inventory Assistant and SAP operator with 3 years in the sectors of operations regarding on warehouse, Inventory, ERP entity like SAP-Sales and Distributions(SD)and its subsidiary process and cycles. Experienced in managing the operations on low or base level to higher or managerial level. It is possessed a confidence to take control and initiative on logistics transportation also. Driven by a good team player with also with a better leadership quality is fairly suitable with a smooth management conditions.

**Experience Snapshot:**

**October-2017 Till Date:- Britannia Industries Ltd(C&F Carried by Sitics Logistic Solutions PVT.Ltd).**

* **Logistics and inventory Assistant and SAP operator (SD).**

**Profile Summary:**

* Experience in Calculation and analysis and also interpretation of inventories using various methods.
* Ensure that operations are going as per the standards, norms and protocol designed by the parent organization.
* Provide support to rectify and solve all issues arising on Logistics and warehouse operations.
* Apply Management abilities and coordination for task completion and better productivity and fair output.
* Create and summaries data and necessary reports regarding on day to day operations.

**Work Details:**

**Organization**: **Britannia Industries Ltd(C&F Carried by sitics logistic solutions).**

**Designation:** **Logistics & Inventory Assistant and SAP operator (SD)**

**Logistics & Inventory Assisting- Work Specifications**

* Performing Inbound and outbound inventories activities such as checking and ensure that the quantity and specifications and other features of the stock as per the details on the stock transfer invoice and allocation slips.
* Unload the inventories as per the unloading and stacking norms is preferred by the parent organization.
* Obey and ensure the **FIFO (First In First out) & FMFO (First Manufactured First Out)** on Inventory transactions.
* Performing daily cycle counts of particular stocks given by SAP Module, in batch, grammage, promo and non- promo variations.
* Calculation and segregation of Fast,medium,slow movement goods and create and develop the dispatch plan for the appropriate product.
* Treat and reserve goods as per it’s stock level and method of moving.
* Maintain and update Bin-card system on products.
* Arranging and make correctness on inventories for auditing purpose.
* Separate various level stocks such as **EX-30, TRND, EXPD, Scrap, and POSM** with a proper check and perfect accountability.
* Reporting the count and specifications of products on sudden change in demand and supply.
* Calculation and forecasting Safety and critical stocks.

**SAP Operations-Work Specifications:**

* Enter details of Inbound vehicles.
* Run **CRS**(Customer Replenishment System) on SAP.
* Create Satisfaction slip and **GRN**(Goods Received Notes) on inbound inventories.
* Separate or block goods in storage location as per their sales criteria and other features.
* Perform changes in batch and storage location as per the physical inventory.
* Create allocation slip for products as per the demand of customer, through normally punched PO(Purchase order) or **EDI**(Electronic Data Interchange) PO’s.
* Managing and performing FIFO mechanism on SAP.
* Check and valuate the mode of payment of customer (RTGS,Cheque,Credit) and also find the value or points of payment mode.
* Take the initiative on to correct accountability of physical stock with system stock or reverse versa.
* To trigger and post daily cycle count of stock and finding and rectify variations of stock on both physical and system.
* Create and calculate the session reports on unsalable stock sections such as TRND, EXPD, and EX-30,POSM etc.
* Generate reports regarding daily sales, customer basis, product dispatch, current stock position, Transit stocks.
* Generate mails regarding on various obstacles that occurred between smooth SAP operations, such as Credit limit release, Budget Exceeding etc.
* Invoicing and documentation.
* Create **MIS** reports on daily operations.
* Initiating & Ensuring of **TMS(Transport Management System).**

**Transportations and Accounts-Work Specifications:**

* Planning ,Routing of vehicles as per the rent, nature of the goods, behavior of customer
* Tracking and dispatching of **POD (Proof of delivery)** for claiming.
* Update finance trackers such as payment, expense, and advance.
* Collecting and negotiating of rent from transporters through vouchers.

**Educational Qualifications:**

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| **Course** | **College** | **Specifications** | **Marks(Percentage)** | **University** | **Year** |
| **PG(MBA)** | Nehru college of management-Coimbatore | **Finance & Logistics and Supply chain management.** | 73% | Bharathiar university-Coimbatore. | 2015-2017 |
| **UG(BCA)** | St Aloysius college-Trissur-Kerala | **Data structure and Programming** | 75% | Bharathiar University-Coimbatore. | 2012-2015 |
| **+2(Higher Secondary)** | GHSS Manalur-Thrissur | **Bio-Mathematics** | 79% | Kerala State university. | 2010-2012 |

**Personal skills and Technical Knowledge:**

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| **Personal Skills** | * Good Communication skills. * Leadership quality. * Self-motivated and hardworking. * Quick learner. |
| **Technical Skills** | * MS Office, SAP (SD) |

**Personal Information:**

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| **Name:** | Athul.K.S |
| **Father’s Name:** | K.K Sajeevan. |
| **DOB:** | 05.11.1994 |
| **Passport Details:** | S5009160 |
| **Nationality:** | Indian |
| **Language Proficiency:** | English,Hindi,Tamil,Malayalam. |