

Alwin Nadar Samuel

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Purchasing |Sales |Warehousing |Storekeeping |Supervisory |Leadership

PROFILE SUMMARY

I am an experienced and trained Certified International Supply Chain Professional (C.I.S.C.P), with more than twenty-four years hands on experience in the field of Manufacturing & Production, Sales & Purchase, Material and Logistics, Supply chain & Warehousing. Possessing excellence in Purchase, Sales, planning, warehouse management, inventory management, staff training and management. Well aware of using advance MS Office, ERP SAP MM, IM & WM, WMS - Exceed and BaaN4. Developed proven ability to implement professional solutions to businesses, evolving and implementing policies for cost reduction and improved efficiencies.

KEY ACHIEVEMENTS

- ❑ As a Deputy System Champion in the complete installation of SAP.
- ❑ Training employees in ERP Exceed Warehouse Management System (WMS), SAP Material Management (SAP MM), SAP Inventory Management (SAP IM) and SAP Warehouse Management (SAP WM) for raw materials and finished goods products.
- ❑ Conducting workshops with slides shows, explaining the business prospective of the ERP, the AS IS documentation, the SAP blue prints and training documentations.
- ❑ As WMS Coordinator in the complete installation of WMS Exceed for Raw material warehouse.

EMPLOYMENT EXPERIENCE

Purchase Officer | Majan Printing & Packaging Co, Ras Al Khaimah

August 2022 till Date [Reporting to: Purchase Manager]

Responsibilities:

- ❑ Responsible for receiving Quotation from Supplier's on timely bases to evaluate and to create Purchase Orders.
- ❑ Handling entire Local Purchase to find competitive suppliers to get best price and better Quality of products.
- ❑ Handling of Corrugated Paper, Corrugated sheets, Inks, Cyrel Plates & other Printing materials and procurement of the same.
- ❑ Maintain high level of accuracy and documentation for all the received materials and regular follow up with supplier for pending materials.
- ❑ Creating Invoicing and submitting the same to the Accounts department to make timely payments to the suppliers.

Purchasing & Sales Coordinator |Ducab - Dubai Cable Company, Dubai

August 2015 till Feb 2022 [Reporting to: GM – Metals & Factoring]

Responsibilities:

- ❑ Responsible for identifying regular / urgent requirement of metals (to meet unanticipated demands), and ensuring such materials are purchased and arrive in time.
- ❑ Responsible for detecting urgent requirement of Metals Raw Material to meet unanticipated demands, and ensuring such materials are purchased, to control the Metals inventory to maintain optimum levels.
- ❑ Accurate and timely processing of payments to vendors and to ensure the timely processing of month end LME adjustment and periodically communicating the same to suppliers and to finance department.
- ❑ Responsible for all incoming Metals inventory (receipt accounting) updating after verifying the necessary supporting (Bill of Lading / Delivery order / Invoice) documents.

- ❑ Responsible for building a profitable book trading non-ferrous metals (aluminum and copper etc.) sourcing and selling B2B, promote purchase activity and foster relationships with suppliers/customers.
- ❑ Ability to manage risks by working closely with internal hedging, risk management and commodity analyst's teams on hedging the physical metal trading book.
- ❑ Strong fundamental understanding of the base metal trading operations and international trading practice, daily negotiation with customers and suppliers.
- ❑ Daily preparation of trading records, P&L, and risk reporting for trading, finance, operations, and senior management. Well experienced in an independent metal trading business.
- ❑ A good network of suppliers, smelters, and distributors.

SAP WM Deputy System Champion |Ducab - Dubai Cable Company, Dubai

November 2011 – July 2015 **[Reporting to: GM – Supply Chain Dept.]**

Responsibilities:

- ❑ Organizing, optimizing and utilization of open warehouse and raw material warehouse resources ensure traceability of goods and preventing damages to materials.
- ❑ Supervising raw material warehouse of 4000sqft. with 34 aisles of 7 levels, with a storing capacity of 9000 pallets of raw material products a value worth of AED 500 million approx.
- ❑ Supervising an open warehouse of 300,000sqft, with storage of 8000 finished goods cable products, a value worth of AED 2.5 billion approx.
- ❑ Managing 5000 SKUs of raw materials and 8000 SKUs of finished goods materials.
- ❑ Receive and dispatch of goods in a timely and efficient manner to achieve high level of customer satisfaction at all times.
- ❑ Achieving 99.98% Inventory of Raw Materials and Finished goods cables.

Raw Material Stock Controller |Ducab - Dubai Cable Company, Dubai

September 2007 - October 2011 **[Reporting to: GM – Supply Chain Dept.]**

Responsibilities:

- ❑ Maintaining disciplined with good leadership and supervisory skills
- ❑ Performing daily receipts of raw materials to verify the correctness of the delivery and account them in the proper warehouses through GRN and / or RPL using ERP WMS and Baan.
- ❑ Supervising all the inter-site delivery of raw material transfer as per production plan change.
- ❑ Updating raw material stock on a daily basis and reconcile deviations if any.
- ❑ Helping planning engineers in making daily production schedule and weekly forecast schedule.
- ❑ Processing all scraps data and reports, while ensuring copper and other scrap is transferred systematically to yard / copper rod plant.
- ❑ Updating the Manufacturing Information System of Raw Material (Weekly, Monthly and yearly) tallying the physical stock to the booked stock of all raw materials and raise discrepancy report so as to produce and update weekly, monthly and yearly reports.

Assistant Yard Supervisor |Ducab - Dubai Cable Company, Dubai

July 2003 – August 2007 **[Reporting to: Material & Logistics Manager.]**

Responsibilities:

- ❑ Assisting to organize yard resources to move, receive and dispatch goods in a timely and efficient manner to achieve high level of customer satisfaction at all times.
- ❑ Assisting in supervising the storing of finished goods, raw material, drums and other company assets for optimal and efficient utilization of the yard storage area and to ensure traceability of goods and preventing damages to material.
- ❑ Assisting in supervising collection, segregation and disposal of scrap and waste by following the environmental and other policies of Ducab to achieve best return of value.
- ❑ Coordinating with required departments for stock checks of stored material to verify system records for the same.
- ❑ Assisting in promoting culture of 5S in the department to ensure upkeep of yard.

Machine Operator |Ducab - Dubai Cable Company, Dubai
February 2000 – June 2003 [Reporting to: Production Manager]

Responsibilities:

- ❑ Handling rewinding machines, with responsibility to setup and efficiently run the machine to produce the required output.
- ❑ Check and perform quality checks on the product to ensure conformance and report any deviations.
- ❑ Monitoring the machine condition, performance and report any deviations to achieve required efficiency.
- ❑ Maintaining production and quality records to allow traceability in ERP BaaN.
- ❑ Supporting and assisting manufacturing and technical team to achieve continuous improvements.
- ❑ Maintaining high standard of 5S in the work area to achieve clean and safe work environment.

EDUCATIONAL QUALIFICATION

Certificate/Diploma/Degree	University/Institution	Year
Supply Chain Management (5/5 Courses)	Rutgers, State University of New Jersey	August 2021
Six Sigma Green Belt (1/4 Courses)	University System of Georgia	On Going
Diploma in Supply Chain Management	NPTEL (India)	June, 2019
Certified International Supply Chain Professional (C.I.S.C.P)	International Purchasing and Supply Chain Management Institute, U.S.A	10 th Oct, 2014
SY B-Com Diploma	National High School, Georgia, U.S.A	Nov 2013
Matriculation	St Michael's High School	March 1996

OTHER CERTIFICATION

Certificate	Institution/Organization	Year
Heart Saver First Aid CPR AED	UniTeam Medical, American Heart Association	March 2015
Technical Report Writing	ACE IT, Dubai	10 th Mar, 2014
LEAN 101 QCO TPM Workshop	LEAN Gulf Institutes, Dubai	06 th Feb, 2014
Arabic Learning, Beginner's Level	Arabic Language Centre, Dubai	10 th July, 2013
Intermediate '5S' Training	IDEAS Management Consultants, Dubai	6 th July, 2010
Microsoft Excel Level 2 & 3	New Horizons Computer Learning Centre, Dubai	June 2010
MS Office Computer Course	Aptech (Mumbai, India)	Oct 2007

CORE SKILLS

- Purchasing and Procurement
- Supervisory and Team Building
- Good command on Microsoft Office and ERP.

INTERESTS

- Learning new skills
- Updating academic qualifications
- Setting high goals and achieving them

PERSONAL DETAILS

Date of Birth: 22nd May 1978

Marital Status: Happily Married

Visa Status: Company's sponsorship

Driving license: Valid UAE driving license

REFERENCES: References available on request