



CHANDU KIRAN KODE

OPERATIONS & STORES INCHARGE

CONTACT

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Baniyas East , Abudhabi

SKILLS

- Inventory Management
- Stores Activities
- Operations
- Documentation
- Invoicing Preparation
- Procurement Management

EDUCATION

2008-2011

Bachelore of Commerce

Osmania Univercity / Hyderabad - India

LANGUAGES

- English (Fluent)
- Hindi (Fluent)
- Telugu (Fluent)

PROFILE

Obtain a challanging leadership position appling cretive problem solving and lean manemet skills with a growing company to achive optimum utilization of its resources and maximum profits.

WORK EXPERIENCE

M/s Silal Food & Technologies LLC

2023 - PRESENT

Operation Incharge

- Facilitated inter-departmental communication for smoother operations.
- Improved service delivery with proactive problem-solving techniques.
- Achieved cost reduction with effective resource management.
- Managed stock inventory, ensuring timely fulfilment of customer orders.
- Enhanced operational efficiency by refining workflow processes.
- Increased overall output through strategic planning and execution.
- Coordinated production schedules to meet stringent deadlines.
- Implemented safety protocols for a safer work environment.
- Processed inbound and outbound shipments with high accuracy and efficiency by effectively directing associate teams and managing inventory processes.
- Making invoices, GTN & GRN.
- All Entries posting in WMS & Oracle fusion.
- Monitored daily and weekly KPIs, implementing improvement strategies to maintain on-track status.
- Monitored supply chain and managed all logistics functions for company.
- Oversaw daily shipping operations, including loading and unloading of outbound trailers, replenishing of pallets, inventory management and supervising the work of a 25-member team.
- Reviewed accuracy and compliance of internal documentation, maintaining reliable and precise business records.
- Led and managed administrative staff to maintain smooth daily operations.
- Maintained smooth-running business operations by delegating priorities to staff abilities.
- Organized financial and operational data to help with yearly budgeting and planning.
- Created classification systems to manage archives.
- Facilitated inter-departmental communication for smoother operations.
- Improved service delivery with proactive problem-solving techniques

Maintenance Store In Charge

- Research and identify potential suppliers or vendors who can provide the required goods and services.
- Responsible for maintaining the records of office inventory.
- Monitoring the quality, cost and efficiency of the movement and storage of goods.
- Stock planning and Minimum Stock Levels Maintenance.
- Creating and implementing a proper materials transfer system.
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- In charge of daily operational purchasing needs such as planning, issuing, and following up on purchase orders delivery and shipment schedules
- Resolve supply, quality, service, and invoicing issues with vendors.
- Responsible for implementing internal procurement strategies to cater to high delivery and short lead time requirements.
- In charge of daily operational purchasing needs such as planning, issuing, and following up on purchase orders delivery and shipment schedules.
- AMC Monitoring for Equipment's (Weighing Scales, Forklifts, Boiler, Chiller)
- Every Month Last Week Cross check the Stock & Inventory.
- Daily Monitoring spares & Consumable's stock & Issue in ERP.
- To maintain the proper records of the PO copies, Goods Receipt Note, Issues and Maintain 5S in Store.
- To support the technicians involving the preventive maintenance of plant machinery