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| Vinoop Koyappa PalliyalithodiDOB: 26.03.1988 Nationality: Indian Gender: Male  |

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# Dedicated and analytical Inventory Controller with 8+ years of experience in managing inventory levels, reducing costs, and improving accuracy. Proficient in using inventory management software and experienced in analyzing data to identify trends and implement effective inventory control procedures. experience as an auditor made me to identify and correct mistakes very quickly

# Skills

|  |  |
| --- | --- |
| * Time management
* Adaptability & flexibility
* Problem solving skills
* High willingness to learn new things
 | * Organizing & prioritizing skills
* Communication skills
* Team player
* Customer service
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# Experience

### 01/03/2020 – CURRENT

## INVENTORY CONTROLLER

## VTM Agencies. India, Nilambur

* Achieved a 15% reduction in delay time through on-time warehouse operations and deliveries.
* Conducts cycle counts and physical inventories. Reconciliation of inventories.
* Preparation of budget and ensured consumption and purchases did not exceed budget.
* Developed a new stock control system that reduced losses by 31%.
* Counting of stock locations and perform investigations on stock losses and gains.
* Monitor inventory levels and replenishing stock as needed.
* Completed 80% of the corrective actions.

### 01/12/2014 – 14/04/2019

## STOCK CONTROLLER CUM SENIOR LABORATARY TECHNICIAN

## Almarai Dairy Company. Saudi Arabia . website [www.almarai.com](https://www.almarai.com/en)

* Arranged international orders and monitored temperature controlled shipments.
* Maintained communication with suppliers, manufacturers, and the transportation team to ensured

correct deliveries and negotiated contracts.

* Created PR, PO & GRN notes.
* Performed ABC analysis, assisted for external and internal audits
* Ensured all the Material Movements are recorded in SAP
* Confirmed that quality never suffers in a fast-paced environment.
* Ensured adherence of 5S, H&S practices and SOPs.
* Responsible for controlling the shelf life materials.

### 14/04/2014 – 29/11/2014

### **Office Clerck**

**Almarai Dairy Company. Saudi Arabia. website** [**www.almarai.com**](https://www.almarai.com/en)

* Performed all necessary documentation on the basis of the ISI standard.
* Prepared shift in charger's and staff's shift Rota, updated documentation
* Monitored risk hazards and prepared internal Safety Concern report.
* Promoted to a managerial position within 1 year.

### 06/06/2011 – 31/07/2012

## AUDIT ASSISTANT

## CA. Meera. TS ACA Chartered accountant. India

## Identified risks forensically examined records and reports for anomalies and documented findings with 100% accuracy

## Examined and evaluated an organization's financial statements to ensure that they accurately represent

## the financial position, performance, and cash flows of the organization

### 01/03/2010 – 31/05/2011

## WAREHOUSE SUPERVISOR

## E-way Tiles and Sanitary Wares and Fittings. India

## Loaded, unloaded and closed consignment in accordance with the Company's consignment policy

## Actively be involved in improving storage and stock control system

## Trained inventory staff, provided guidance, and ensured team members met performance targets

# EDUCATION

## Bachelor's Degree In Commerce. 04/2010. Calicut University. website [www.uoc.ac.in](https://www.uoc.ac.in/)

## Associated Degree In Commerce. 03/2005. Board of Higher Secondary Education

**LANGUAGE SKILLS**

* ENGLISH *Proficient user*
* GERMAN *B1 Goethe Certified*
* HINDI *Proficient user*

# HONOURS AND AWARDS

* American Institute Of Baking International (AIBI) Inspection awareness certificate – Almarai Dairy

 company. Saudi Arabia

* GMP Awareness Certificate – Almarai Dairy company. Saudi Arabia
* Almarai Working Safety(AWS) Certificate – Almarai Dairy company. Saudi Arabia
* Best Employee Award – Almarai Dairy company. Saudi Arabia

# DIGITAL SKILLS

Microsoft Excel, SAP R/3, Microsoft outlook, Ms office, ERP systems

Note: inventory management, stock reconciliation, supply chain management, warehouse management, demand forecasting, data analysis, shipping and receiving, quality control