

NAMSAD KARIPPAKANDY

Procurement Assistant
Manager



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- 📍 Current address:- Al abar residence Dubai investment park 1 Dubai, Permanent address:- Ichu Manzil House Peravoor P.O, Kannur, Kerala, 670673 India
- 🇮🇳 Indian
- 📅 23rd March 1996
- 💍 Married
- 🚗 Oman and Indian
- ♂ Male
- 🌐 <https://www.linkedin.com/in/namsad-karippakandy-b37810277>

PROFILE

Highly skilled and results-oriented Procurement professional with a proven track record of implementing strategic procurement initiatives that drive cost savings and supplier performance improvements. Successfully negotiated contracts with key suppliers, achieving significant cost savings and mitigating risks. Adept at streamlining procurement processes, implementing technology solutions, and leading cross-functional teams to deliver exceptional results.

INTERESTS

Chess and Gym

PROFESSIONAL EXPERIENCE

Al Oufuq Al Wadih Trading LLC

Procurement Assistant Manager

July 2019 – July 2023 | Muscat & Salalah, Oman
Developing and implementing purchasing strategies. Managing daily purchasing activities. Managing supplier relations and negotiating contracts, prices, timelines, etc. Maintaining the supplier database, purchase records, and related documentation. Supervise warehouse employees and oversee daily operations, Control and manage inventory, Inspect condition of tools and equipment, Enforce all company rules and regulations, Ensure a high degree of detail and focus on every job. Make planning and distribution of warehouse good. Supervise and control the operation of goods entering and leaving. Checking the items received. Ensuring the availability of goods as needed. Oversee the work of other warehouse staff. Make planning and monitoring reports. Planning inventory.

Accountant Cum Warehouse Assistant Manager

July 2018 – June 2019 | Muscat, Oman
Maintained the general ledger across accounts receivable, cash accounts, and fixed assets. Created internal control procedures to increase reporting accuracy and reduce error rate. Ensuring the availability of goods as needed. Make planning and distribution of warehouse good.

EDUCATION

BBA, Rabindranath Tagore University

June 2020 – June 2023 | Madhya Pradesh, India

SKILLS

- Leadership and Team work ● ● ● ● ●
- Knowledge of MS Office ● ● ● ● ●
- Oracle EPR ● ● ● ● ●
- Warehouse and Logistics Management ● ● ● ● ●
- Purchase Management ● ● ● ● ●
- Supervisory Skills ● ● ● ● ●
- Odoo EPR ● ● ● ● ●
- Exel ● ● ● ● ●
- Logistics and supply chain management ● ● ● ● ●
- Inventory management ● ● ● ● ●
- Purchase Management ● ● ● ● ●
- Accounting ● ● ● ● ●
- Coordinator Skills ● ● ● ● ●

LANGUAGES

- English ● ● ● ● ●
- Hindi ● ● ● ● ●
- Malayalam ● ● ● ● ●
- Tamil ● ● ● ● ●
- Arabic ● ● ● ● ●