**RESUME**

**MUTHURAJ.D**

# 6/335 ,NAIDU ST,

KADAYAM

TENKASI T.K,

TIRUNELVELI Dist,Tamil nadu,India.

PIN: 627415.

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**OBJECTIVE**

A challenging in Warehouse Management with a successful and growing automobile firm.

**CORE COMPETENCIES**

**Warehouse Operations**

* Planning and monitoring warehouse operations of Receipt,storage,return of unsold stock,inventory control and monitoring inbound logistics.
* Responsible for preparation of weekly / monthly / yearly store stock statement & submitting it to the management.
* Ensuring the correct goods are properly packed for delivery.
* Efficiently managing the inventory levels thereby ensuring optimum use of inventory.
* Actively involved in managing & directing the inventory movement.

**ORGANIZATIONAL EXPERIENCE**

**M/s.A.R.A.S.Motors Pvt Ltd (KIA) ,Tirunelveli from :14-08-2019 to 15-03-2023**

**As parts Manager,**

1. **Planning and monitoring warehouse operations of Receipt,storage,inventory control and monitoring warehouse.**
2. **Responsible for service vehicle to materials given to mechanic with RO issued minimize waiting time.**
3. **Fast moving parts stock maintaining and available any times.**
4. **Local purchase order where should purchase in company said same vendor to purchase the materials.**
5. **Accidental repair vehicle is coming help them to service advisor preparing quotationof parts.**
6. **Managing monthly one time inventory to all parts stock.**
7. **Accessories kept in separate side.**
8. **Stock report, purchase and sales report prepared every month and send MD through mail.**
9. **Parts order to KIA and receiving same parts checked with invoice if ok after entry in system**
10. **Any parts in transit damage to raise the claim .**

**M/s. Saud Bahwan Group, Sultanate of Oman** from:08-03-2008 To 31-07-2019

Saud Bahwan Group is the one of the Oman’s largest business house.And they deal with**Toyota**Brand as a major and others dealers for **FORD,KIA,DAIHATSU,MAN** and **KOMATSU.**

**As warehouse Officer,**

* Successful track record maintenance of leadership & achievement in all assignments.
* Consistently progressed to the position of increasing
* Instrumental in handling the entire gamutof warehouse operations encompassing warehouse material receipt, Packaging, Storing,& Dispatching.
* Manage and controls storage and distribution activities of the company to ensure maximum utilization of facilities
* Monitoring a team of 40 personnel.
* Deft in managing the transport network & transit insurance claims.
* Feed back to area sales team regarding status of orders received and processed of their area.
* Resolving the discrepancies raised by the dealers.
* Coordinating with Oman Customs for entire GCC shipment through road / Air & Sea

**The Highlights,**

* **Head the Operation Team** and Successfully planned the day-to-day Activities and ensuring the high results to obtain with smooth flow
* Getting **feedback** of each and every customer by sales and Logistics dept.
* Communicating by Phone and Emails, faxes appropriately.

Prior to M/s. Saud Bahwan Group,

**M/S SHANMUGAR MILLS LTD.,RAJAPALAYAM**.

Feb 2001 to Feb 2007.

Worked as a Mechanical Fitter (Auto cone)

**ACADEMIA**

**ITI (FITTER)**from RAMCO Industrial Training Institute Rajapalayam.

Affiliated to Nation trade certificate (NTC) in 2000

HSC(+2)NadarHR.SEC.SchoolRajapalayam

**SOFT SKILLS**

Warehouse Software on As 400

Warehouse Management System (WMS)

Distribution Centre Management System (DCMS)

**PERSONALDETAILS**

Date of Birth : 04-04-1981

Marital Status : Married

Father Name : Durairaj.M

Nationality : Indian

Language Known : English,Hindi,Tamil,Malayalam.

**PASSPORT DETAILS**

Passport No : R9949047

Place of issue : Madurai

Date of issue : 27-04-2018

Date of Expiry : 26-04-2028

Place:

Date: (MUTHURAJ.D)