



SOURANG. S

OPERATIONS AND SALES MANAGER

PERSONAL DETAILS

Mobile No	+971 562028856
Ref: Sudarsan S	+971 586356609
Email ID	sourangs8943392867@gmail.com
Address	KFC Building, Al Barsha 2 Dubai, UAE

Valid Qatar ID with NOC

Passport No	W2254599
Date of issue	11.07.2022
Date of expiry	10.07.2032
Place of issue	Cochin
Nationality	Indian
D.O.B	30.07.1997
Gender	Male
Marital Status	Single

KEY SKILLS

Marketing Strategy

Efficiency and time-management

Problem-solving

Analytics and Reporting Expertise

Strategic Planning

Customer Relationship Management

Operations Management

Customer Service

Communication skills

Decision-making skills

CAREER ABRIDGEMENT

Accomplished Operations and Sales Manager with a passion for high-quality customer service. More than 3 years of experience in the sales environment with a proven track record for increasing profits, exceeding quotas and managing large customer accounts. Exceptional communication skills with the ability to train and lead new sales personnel. Now I am looking for challenging job with a rapidly growing organization that can provide me with a range of goals and job objectives with in a contemporary and economical business setting

EDUCATION

- ❖ **2021** SAP (NICT Kottayam)
- ❖ **2019** Bachelor Of Business Administration
MC Varghese College of Arts Science

EMPLOYMENT CHRONICLE

- ❖ **Warehouse Incharge** FEB 2023 - DEC 2024
MRF Tyres Private Limited, Bijapur
 - Managing facilities totaling 120000 square feet while maintaining 72 established accounts on board
 - Leading a team of 20 members while also managing logistics operations of 3 2Cr.on a monthly basis.
 - Preparation of necessary documents for shipment-Goods forwarding note IRN & E - Way bill preparation.
 - Physical stock verification on daily and monthly basis - Maintaining registers.
 - Minimum inventory control, Maintenance of godown space and stocking in proper manner
 - Oversee and manage logistics utilized to transport products to customers and internal facilities, communicating with drivers and to ensure efficient delivery of materials.
 - Generating various MIS reports on keymetrics, non-moving item report, perpetual inventory report, consumption variance report, scrap generated data report, daily shortage items report and soon ensuring shipping, receiving, storage, distribution and production are performed in an efficient and timely manner, Ensuring FIFO, Scrap management.

COMPUTER PROFICIENCY

- ❖ MS Word
- ❖ MS Excel
- ❖ Data Entry

LANGUAGES KNOWN

- ❖ English
- ❖ Hindi
- ❖ Malayalam

HOBBIES

- ❖ Travelling
- ❖ Reading
- ❖ Cricket
- ❖ Badminton

❖ Office Assistant

January 2022- December 2022

YOGAKSHEMASABHA - NBFC

- Overseeing clerical tasks, such as sorting and sending mail
- Maintaining files
- Welcoming visitors to your office
- Answering phone calls
- Taking and delivering messages
- Ensuring the office runs smoothly
- Scheduling meetings and sending meeting invites to attendees

I hereby declare that the above particulars of facts and information stated are true, correct and complete to the best of my belief and knowledge.

SOURANG SETHURAM