

# Vikram Singh

**Nationality:** Indian  0562314459 **Date of birth:** 17/10/1993 **Gender:** Male

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 Address: Ajman United Arab Emirates

## ABOUT ME

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Certified supply chain management supervisor with 10+ years of experience in store management (inbound & outbound), Logistics Management, Order Fulfillment, and SAP systems. Seeking a position with an emphasis in supply chain management where I can apply my expertise and critical thinking to increase efficiency.

## WORK EXPERIENCE

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### Supervisor in supply chain management

*KHK scaffolding and formwork LLC* [ 25/04/2015 – 05/08/2023 ]

City: Ajman

Country: United Arab Emirates

- Worked with Supply Chain manager to prioritize site demands.
- Managed the purchase order process and review purchase orders and contracts for conformance with company policy and contract terms.
- Resolved incorrect invoices, shipping errors, and quality issues.
- Leveraged expertise in SAP materials to maximize efficiency and control by creating standard templates for new materials.
- Analyzed inventory trends and develop recommendations for optimal inventory levels.
- Established change control pace through the design of Lead Change number in SAP; enabled effectivity of NPI future releases and changes.
- Managed global site inventories to meet 30-day inventory levels.
- Attended regular meetings with customers/clients to ensure and update progress of materials/purchase requests to complete project-based Maintenance
- Received, issued equipment, material, supplies, or tools, and compiles stock records in the warehouse.
- Analyzed and work problems, be poised with all levels of management and maintain positive relationships with internal and external customers.
- Established inventory minimums and maximums.
- Executed global vendor agreements, prices, and terms to ensure adequate supply with the best terms.

### Transport supervisor

*Shree Ganesh Transport* [ 02/03/2013 – 08/02/2015 ]

City: Mumbai

Country: India

- Ensure implementation day to day activities of transportation.
- Supervise workload schedule tasks and other related functions.
- Handle loading and unloading operations. build internal and external customer relationships.
- Manage supervise and monitor fleet operations.

## EDUCATION AND TRAINING

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### Diploma in logistics and supply chain management

*Rajiv Gandhi institute of management & Technology* [ 10/03/2016 – 27/03/2017 ]

Address: Maharashtra India, 440010 Nagpur (India)

Field(s) of study: logistics and transportation management , Warehouse management, Supply chain management

### Advance Diploma in Computer Application

ADCA From Smart institute of Computer learning in 2016

Data entry operator Course

## LANGUAGE SKILLS

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Mother tongue(s): Hindi

Other language(s): English

LISTENING C1 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION C1

## DIGITAL SKILLS

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### My Digital Skills

Microsoft Office / Microsoft Word / Microsoft Excel / Good listener and communicator / Organizational and planning skills / Team-work oriented

## HOBBIES AND INTERESTS

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Cricket and watching movies