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A qualified resource, motivated, adaptable and responsible for logistic and SCM functions, seeking a position to utilize the skills and knowhow developed through past work experiences to deliver opportunities for comprehensive organizational growth.

Asst Manager - Logistics & Supply Chain / Warehouse

A highly disciplined, dedicated, and result oriented SCM professional, presently working as Warehouse Assistant Manager in BOSCH LTD. specialized in supply chain management, logistics/transport, materials management, purchase management, accounting, administration operations.

Profile Highlights



- **Process Improvement:** Proficiently streamline warehousing, logistics, scrap management, demand planning & capital purchases to drive continuous improvement activities for organizational excellence.
- **Stores In charge:** Prepare monthly consumption & stock reports; hands on experience to send purchase requisition to purchase department when stock reaches at ordering level.
- **Logistics/Transport (Receipt & Dispatch):** Liaise with contractors, suppliers & transporters, including railways & airlines to ensure smooth logistics operations; conduct local market surveys & monitor smooth goods movement both inbound & outbound logistics.
- **Inventory Management:** Prowess in managing customer supplied materials & reconcile with purchase order; ensure safety in all aspects while loading/ unloading of materials & equipment.
- **Vendor Interaction & Contracts Management:** Demonstrated competency in formulating sourcing plans/strategies; verifiable track record to create vendor database & place orders to vendors after healthy competitive bidding & price negotiation to ensure item purchase at the best available rates.
- **Team Player:** An effective communicator with effective leadership & analytical skills to manage time & prioritize tasks to achieve deadlines; Deft in multi-tasking, dependable with stress on obeying rules, sticking to SOPs, & readiness to take additional responsibilities.

Professional Experience

Advantis India Pvt Ltd Cochin, Kerala (June 2016 - Nov 2021)

Warehouse Assistant Manager (Project: Bosch Ltd)

MPS TELECOM PVT LTD Cochin, Kerala (Jul 2014-Dec 2015)

Warehouse Assistant Manager (Project: HTC India) –

Logiwiz Logistics India Pvt Ltd (June 2013 - June 2014)

Warehouse Asst. Supervisor (Project: ITC Ltd)

Warehouse In Charge Responsibilities:

- Managed the day to day operations in the warehouse as defined in the SOP.
- Adhered and fulfilled the KPI agreed with the customer.
- Provided MIS and KPI reports to the customer and Head office in the predetermined formats.
- Keen to ensure stock accuracy and quality systems in the warehouse.
- Handled and controlled revenues and expenses in the warehouse
- Interacting with the customer to enhance cordial relations and understand the operational gaps if any in the service deliverables and nullify the same with proper and timely action.
- Responsible for the safety and security of the goods and personal in the warehouse.
- Cost reduction and ensured time to time warehouse maintenance.
- Managed flow of incoming & outgoing inventory as per quantity & locational instructions.
- Oversee loading & off-loading, ramp operations for over dimensional consignment and bulky items as well as fragile items through modern day material handling equipment and systems.
- Complies with federal, state, and local warehousing, material handling, and shipping requirements by studying existing and new legislation; enforcing adherence to requirements; advising management on needed actions.
- Maintains warehouse staff job results by coaching, counseling, and disciplining employees; planning, monitoring, and appraising job results.
- Maintains physical condition of warehouse by planning and implementing new design layouts; inspecting equipment; issuing work orders for repair and requisitions for replacement.
- Assessing the customer feedback, evaluating areas of improvement and providing critical feedback to the associates on improvements and achieving higher customer satisfaction matrices.

Achievements:

- Managed the projects Bosch Ltd and have handled and mentored the team of 35 members.
- Effectively managed an inventory of more than 3500 SKUs including all types of motor vehicle spare parts and electronic goods.

General Administration Responsibilities:

- Managed utilization of available resources and manpower to complete scheduled and un-scheduled jobs as per the set key performance indices.
- Ensured compliance of safety policies and procedures in operational processes.

Achievements:

- Meticulously kept maintenance of accounting and inventory records and utilized same for future reference.

Educational Credentials

- PG Diploma in Logistics and Shipping (2013)
- Graduation in Commerce specialized in Computer Application from M.G University, (2012)
- Tally completed from G-Tech with A+ Grade

Personal Details

- **Date of Birth** : 04th March 1990.
- **Languages Known** : English, Hindi, Tamil and Malayalam
- **Computer Literacy** : WMS (Warehouse Management System), SAP & soft Office (Words, Excel, Power Point, & Access)
- **Nationality** : Indian
- **Passport Details** : V 5011592.
- **Address** : Flat No-602 White House Tower 2 Al Nahda Sharjah Behind Ansar Mall.
- **Visa Status** : Visit Visa (Till-05-03-2022)