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📍 Sharjah
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Education

B.E Mechanical

Anna University (2011-2015)

High School - State Board

Lourde Matha H.S (Grade 12)

Govt Boys H.S.S (Grade 10)

Skills

Effective Cost Reduction Control

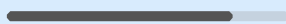
Team Management

Inventory Optimization

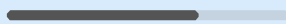
Data Management

Technical skills

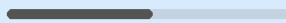
MS Office



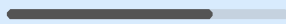
SAP



MS Dynamics NAV

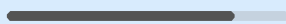


VAVE

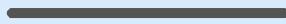


Languages

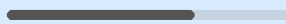
English



Malayalam



Hindi



Tamil



Certification & Achievements

ASNT - NDT LEVEL II

- Ultrasonic Testing
- Radiographic Testing
- Magnetic Particle Testing
- Liquid Penetrant Testing

QC in Welding

Achieved 100% cost saving target of 24 million in 2017-2018

Mahesh Pandalath

Work Experience

Purchase Co-Ordinator

Since October 2021 **Istanbul Foodstuff Trading Co.** Sharjah, United Arab Emirates

- Update stocks regularly from suppliers by monitoring stock shortage and previous sales.
- Monitor the purchase orders and ensure timely delivery against the order.
- Record excess stocks based on the expiry date and movement, and suggest promotions to clear products before expiry.
- Report the GRV for the Near-Expiry / Non- moving items from the warehouse.
- Distinguish products by new listing and old listing with the lowest price.
- Allocate water and frozen products and accordingly assign them to the branches considering requirement and storage capacity.
- Generate and maintain a database of credit notes of the purchase orders/ sell out for their promotion items.

Inventory Associate

From December 2020 to October 2021

RAK National Markets - Gulf Group Holding LLC. Ras Al Khaimah, United Arab Emirates

- Record articles in SAP with RSP and purchase cost and extend locations to every plant.
- Maintain up-to-date track of data domains: Material Master, Vendor, Sales area extension, and Plant extension.
- Understand Master data of various business processes and adhere to Master Data Governance set by the business via SOP and policies.
- Update the Master data regularly from item creation to removal, including price change with daily or seasonal promotions.
- Maintain Vendor Database with updated information.
- Ensure data quality and compliance to ensure zero duplicates and archive all documents of article creations, price change, and discontinuation.
- Process Goods receipt and Invoice verification for Service and Consumables.
- Coordinate and assist team members with day-to-day activities like price changes, article creations, sales activities, E-Commerce extensions.

Executive – Tool Room Inventory / Cost Saving

From March 2017 to July 2019 **JBM Auto Systems Pvt. Ltd** Chennai, India

- Process production for Vendor Purchase of bulk products, seasonal products, and in-house-made spares.
- Arrange and update monthly incoming products and distribute accordingly.
- Check stores regularly and plan inventory for maintaining spares, consumables, and supplies ensuring replenishment of stocks as per company policy.
- Identify and implement raw materials savings by modifying size without compromising the quality requirements.
- Acquire savings by stamping portions from a scrap of other parts.
- Handle SAP for purchasing spares, consumables, and other processes like coating and machining inserts.
- Schedule dies for Preventive Maintenance, die polishing, and coating.
- Handle and record the Die Maintenance documents for the Press line and Coil line procedures.
- Analysis of Standard Operating Procedure (SOP) Data for every dies running in the press.
- Support team members for regular Die maintenance work and improvement activities for increasing SPM.

Trainee – Production

From November 2015 to August 2016 **Daitiri Iron Ore Mines Ltd** Odisha, India

- Maintain stock level for the upcoming sales and production and check inventory value to optimize the cost and expense.
- Coordinate and communicate promptly for perfect planning and execution of production.
- Conduct Routine 5S activities and checkups for Standard Operating Procedures for machinery.
- Schedule and record Preventive maintenance data of in-house machines.
- Respond and execute prompt corrective actions for any machine breakdowns.