**PRASANNA VILAS KHANDEKAR**

**WAREHOUSE & STORE OPERATIONS ~ MATERIAL MANAGEMENT**

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***Multi-faceted professional, possess team-based management style coupled with zeal to drive visions into reality and achieving the same through effective mentoring & planning***

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| **CORE COMPETENCIES**  Warehouse / Stores Operations  Inventory Control & Management  Material Management  Process Improvement  5S Activities / 3R  Cost Reduction Techniques  Logistics Functions  Team Building & Leadership  **ACADEMIC DETAILS**   * **PG Diploma in Materials & Logistics** Management from Pune University, Pune in 2013 * **B.Com**. from Aurangabad University in 2007   **TECHNICAL SKILLS**   * Word, Excel, PowerPoint * Internet, Windows 98 * ERP like SAP   **PERSONAL DETAILS**  **Date of Birth:** 21th January 1987  **Languages Known:** English, Marathi & Hindi  **Current Address:** Prasanna Vilas Khandekar Bulding No B II Flat No 7 Kakde Park Near Podar International School Scheme/Chinchwad 411033  **Permanent Address:** S/o V. M. Khandekar, Kathle Chowk, Kalamb-413507 Dist. Osmanabad (MH)  **Location Preference:** Pune | **PROFILE SUMMARY**   * **Store Officer** professional offering **over 11** **years** of expertise in Warehouse Management, Store Operations and Workforce Management; gained knowledge of excise activities and documentation * Fostered daily workflow including: coordination of workflow, order pick commitment, stock replenishment, and warehouse inventory; coordinated activities of distribution warehouse with other departments as needed * Enhanced operational efficiency across warehouse processes maintaining budgetary goals and company objectives * Ensured physical verification of items received, warehouse stock & statutory registers; liaised with Production Team and Head Office for the on-time delivery of material and with statutory authorities for timely renewal of agreements * Coached and improved daily and weekly operations while adhering to planning, quality, resource utilization, and individual performances   **ORGANISATIONAL EXPERIENCE**  **Since May’12 Bridgestone India Pvt. Ltd. ~ Chakan, Pune ~ Officer-Stores**  **Key Result Areas:**   * Monitoring the optimum usage of warehouse space by efficient and effective storage plans with minimum of damages and losses * Facilitating material and inventory management * Monitoring inventory levels - Min – Max for A B C class items, FIFO of raw materials, maintaining inventory levels in the stores and taking necessary steps for non-moving and obsolete materials * Managing 5S activities and 3R in warehouse/storage area * Formulating material requirement plan as per floor production needs * Fostering reduction in delivery time * Mentoring manpower to feed material for production lines in accordance with planning and purchase dept. on daily basis   **Highlights:**   * Implemented Barcodig System for identifying raw materials in coordination with overseas vendors * Executed SAP implementation leadership, liaised with overseas vendors * Led Location implementation - finalizing warehouse location a per raw material size availability   **Jun’10 – May’12 Benteler Automotive India Pvt. Ltd., Chakan, Pune ~ Warehouse Coordinator / Logistics**  **Key Result Areas:**   * Spearheaded total inbound logistics including receipt of daily incoming material as per schedule * Reviewed relevant documents of received goods against challan and purchase order * Managed material counting and GRN preparation, and offered the same to QA for checking * Accepted material storage in appropriate location issue against issue slip & enter in stock ledger and maintained FI-FO |

* Formulated sales invoices as per customer schedule and ensured line fulfillment
* Sent welded assemblies on (4) (5) a to subcontractor for painting and receipt of painted parts
* Identified production shortages and communicated to the concerned buyers; monitored FG loading, prepared loading note for comm. invoice, packing list, collected the FG from Mfg. Dept. and stocked at dock and so on
* Monitored physically inventory of store with the help of planning & purchase; coached manpower on daily basis
* Liaised with vendors for supply of material, formulated daily stock report for management review meeting
* Maintained total storage and movement of raw cold rolled steel coils (for hot forming parts) through 2 external warehouses

**May’08 – Jun’10 LG Electronics India Pvt. Ltd., Ranjangaon, Pune ~ Receiving Officer - eSpm Dept.**

**Key Result Areas:**

* Reviewed purchase order, invoice prices, invoice amount, invoice verification and their submission to the Account Dept.; facilitated supplier / transporter follow-up
* Managed import and local material activities, vendors; reported 9 stores (REF PTV PAC PWM PDD PPD PGM PLC PMT) on daily basis
* Used ERP package Oracle / VTS Software
* Prepared GRN receipt

**TRAININGS ATTENDED**

* ERP Training
* SAP Material Management Module
* Personality Development Training
* Safety Training
* Team Building & Leadership