

RESUME

Tukaram Mohan Kakade

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Milkat No 6/0931, JJ Nagar, Wagholi, Tal-Haveli, Dist-Pune

➤ **Career Objective: -**

I want to use my knowledge for the development of an esteemed organization and gain personal and professional growth in return.

➤ **Educational Qualification: -**

- Bachelor of Computer Application (BCA) from TMV Maharashtra.
- HSC, Pune Board Maharashtra
- SSC, Pune Board Maharashtra.

➤ **Computer Proficiency: -**

- **MS Office** - MS Excel, MS Word, MS Power Point, Outlook, VLOOKUP and PivotTable.
- **SAP Online Program: - SAP**
- **CRM**
- **INFOR System (LN_Prod)**

➤ **Professional Experience: - 11 + years**

➤ **Organizational Experience**

1) Assistant Manager -Logistics (Mass Express Cargo Pvt. Ltd. (C&F)) At IFB Industries Limited Pune. (Feb' 24-Present)

- Driving warehouse and logistics operations, obtaining timely delivery of materials at favorable terms to ensure smooth warehouse operations; supervising the operations of appliance industrial lift trucks in the warehouse.
- Managing standardized receiving, stocking, checking, and housekeeping procedures and conducting hazardous material/ safety training for employees; enforcing adherence to requirements and advising the management on needed actions
- Reviewing and maintaining inventory levels to ensure that distribution centers are stocked and ready to ship products basis of requests
- Ensuring stock accuracy, timely processing, deliveries of stock, and smooth SAP operations
- Handling Distribution Planning and Operations activity
- Regular coordination with IFB Sales and Service team for Inward & Dispatches of materials.

**2) Senior Executive in Commercial Department, Livpure Private Ltd.
(Pune&Mumbai) (SAR GROUP)**

Duration: - May 2021 to February 2024

• **Job Responsibility: -**

Responsible for operation of the Branch for Consumer Care.

- 1) Livpure RO spare part service division
 - 2) Livpure AC and Cooler spare part service division
 - 3) Livpure WAAS PDI division
- Working On SAP and CRM System
 - Claims Management: Checking and Issuing of Debit/Credit Notes.
 - Defective Management: Checking and clearing defectives of the branch
 - Co-ordination with Service franchise for the replacement of the defective spare part.
 - Maintaining of Various MIS reports and share to Haier Management.
 - Making GRN, in transit report, Purchase orders.
 - Monitoring Inward & Outward activities.
 - Regular co-ordination with Sales and Service team for Inward & Dispatches of materials.
 - Ensuring stocks as per norm and tracking physical stock.
 - Managing transporters, daily co-ordination with transporters for vehicle requirement.
 - Ensuring timely delivery of goods to the destination, as per TAT.
 - Ensuring stacking norms adherence & in-house movements of materials to avoid damages and implementing FIFO, obsolescence item tracking.
 - Storage & Segregation of material as per division wise.
 - Maintain inventory, physical stock verification of actual material.
 - Daily Reconciliation of Inventory and Inventory Management.
 - Customized Warehouse Layout to Increase Product Stacking.
 - Checking transport bills and send to account division with senior's signatures and sanctions.
 - Capabilities in identifying and developing vendors / suppliers for all services required, improving Logistics Operations
 - Exposure in providing leadership to the teams for setting up objectives & designing / streamlining Business processes and executing work to improve productivity & reduce cost.
 - Ensuring stock accuracy, timely processing, deliveries of stock, and smooth SAP operations, Handling Distribution Planning and Operations activity
 - Monthly E-waste billing as per Agreement rate with authorized Vendors.
 - Keeping Departmental housekeeping and related records.
 - Handling branch petty cash.
 - Ensure to SOP to be follow in day to day activity.
 - Efficiently maintained safe and healthy environment for day-to-day working.

3) Godrej & Boyce Mfg.Co.Ltd. (Pune & Mumbai)

Duration: - September 2018 To May 2021

Designation: - Sr Officer, Logistics in Commercial Department.

- **Job Responsibility: -**

Responsible for operation of the Branch for Consumer Care,

- 1) Tea Coffee Premix & Vending Machines and Vending machines spare parts.
- 2) Godrej Security Solutions division
- 3) AV Solution (Audio Visual Solution)
- 4) Interior and Interio Service Division.

- Working On INFOR System (LN_Prod).
- Warehouse management, inventory movement & stock management.
- MIS Reporting. (Management Information System)
- Logistics & distribution of workload amongst the team members.
- Vendor management (including bill clearance & services)
- Expertise in negotiating with freight forwarders & transporters to achieve seamless & cost-effective movement of shipments and ensuring timely deliveries.

- Query handling of Internal & External customer regarding daily issues.
- Responsible for managing e-waste disposals of service defective material which needs to be scrapped at branch level as per guidelines given by HO and conforming to regulations.
- Accounts and Audit Team for stock taking & reconciliation.
- Warehouse Team for load formation and material clubbing with other division.
- Managing business and commercial activities for dispatches.
- Ensuring stacking norms adherence & in-house movements of materials to avoid damages and implementing FIFO & FEFO, obsolescence item tracking and dilution i.e. strict measures on Inventory greater than 90 Days.

- Managing manpower including temporary staff, service team along with the workers.
- Stock re-distribution, interstate, intrastate transfers of the materials and transit stock reconciliations; monitoring stock & reviewing on weekly basis and raising damage claims during transit.
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- PIC (Perpetual Inventory Count) on daily basis.
- Monitoring cost to sales ratio against allocated warehouse budget including rentals and negotiating with transporters for Inter Branch Stock Transfers.
- Replacement coordination for the replacement of the defective materials.
- Delivering right quality materials at right time, price and terms and devising efficient logistics management system to ensure on time delivery of goods.
- Reduced the secondary & upcountry freight charges by planed clubbing deliveries and save freight cost.

- 4) Wipro Enterprises (P) Ltd. -Indore (MP) Duration: - May 2018 To Sep2028
Designation- Branch Officer
- 5) Genius Consultants Ltd (Third Party) at Wipro Enterprises (P) Ltd. (Pune)
Duration: - January 2015 To April 2018
- 6) Professional Marketing Services (Third Party) at Wipro Ent. (P)Ltd. (Pune)
Duration: - May 2012 To January 2015

• **Job Responsibility: -**

Responsible for operation of the Branch Consumer Care & Lighting division (FMCG)

- Working on SAP system
- Billing in SAP
- Claims Management: Checking and Issuing of Debit/Credit Notes.
- Handed various FG Consumer and Lighting products
- Maintaining Daily logistics related MIS.
- Making GRN, in transit report, Purchase orders.
- Monitoring Inward & Outward activities and warehouse management.
- Coordinating with Sales team for weekly billing and stock requirement.
- Managing loading and unloading activities.
- Monthly provision sent to senior
- Making and checking transporter bills and sending to Account Division.
- Defective Management: Checking and clearing defectives of the branch
- Planning weekly billing activities in coordination with sales team.
- Ensuring stocks as per norm and tracking physical stock.
- Ensuring implementation of FIFO.
- Space utilization report for calculating total space of warehouse, also available space for unloading and loading vehicles.
- Managing transporters, daily co-ordination with transporters for vehicle requirement.
- Ensuring timely delivery of goods to the destination, as per company norms.

➤ **Personal Skills: -**

- Good Communication
- Sincere and responsible.
- Problem-solving abilities.
- Self-starter

➤ **Personal Details:**

- Name: - Kakade Tukaram Mohan.
- Date of Birth: - 24/04/1989
- Languages Known: - English, Hindi, Marathi.

Declaration: -

I adhere that the information provided in this document is true to best of my information and I take the sole responsibility of the statements declared for its factual and complete correctness.

Yours faithfully,

Tukaram Kakade