

SURATH CHANDRA MALLICK

Dy Manager-Stores & Logistics

Kalpataru Power Transmission Ltd

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Work Experience : 19+ year's rich experience in delivering optimal results & business value in high-growth environments in Materials, Commercial and Logistics Operation in the industry.

PROFILE

- Professionally matured in drawing materials plans, sourcing, vendor development and driving procurement initiatives to arrange materials on most competitive rates.
- Capable of driving cost reduction initiatives like alternate sourcing, indigenization, value engineering, logistics economy etc. to generate substantial savings.
- Key competencies in streamlining entire in-bound supply chain management to achieve overall operational economy. Adept at identifying, sourcing and evaluating potential vendors coupled with excellent skills in consensus building, organization, and price negotiation, tendering and estimating long term and profitable contracts management.

Key Competencies

- Materials Management • Logistics Operations • Stores Management • Vendor Development • Cost Rationalization • Techno-Commercial Activities • Cross Functional Coordination • Regulatory Audits • Developed of system in Materials Management • 5S Activity

PROFESSIONAL HIGHLIGHTS

Kalpataru Power Transmission Ltd

Since Dec-2018 to till Date

Dy Manager-Stores and Logistics

Site: Railway Project Sattur to Tutocorin (Doubling Railway project 76 km)

Job Profile:

- Overall responsible for planning and organizing stock management of FIM material supplied to contractors.
- Coordination with Contractor for timely unloading of Free Issue Material at site.
- Processing of invoices of incoming material and follow-up till payment from HO.
- Reconciliation of FIM of contractors on monthly basis & preparation of MIS.
- Coordination of site execution team for timely availability of material.
- Storage and preservation of material as per preservation and OEM manual.
- Issue of material to contractor on free / Chargeable / returnable basis as per service order.
- Periodic reconciliation of materials with site execution team and contractor.

M/s Alstom Transport India Pvt Ltd.

Since Nov-2017 to Dec-2018

Assistant Manager-Stores

Site: EDFC Railway Project Khurja to Kanpur (343 KM)

- Monitor all material for railway project inventory activities to ensure accurate reporting and recommend system or process improvement when needed.
- Raising RFI (Request for Inspection) for Both Raw & General material to client DFCC & close inspection on time for smooth work.
- Working on SAP for PR and GRN & Materials Issuances in SAP.
- Maintaining records of goods ordered and good received & Ensure safety measures are taken for materials stored as well as ISO Norms.
- Formulating and submitting the daily, weekly, monthly, quarterly reconciliation, stock statements, MIS reports of all materials including, subcontractor materials and supplied materials their usage and indents.
- Organizing movement of scrap & obsolete items for better up keeping of stores.
- Monitoring and identification of non-moving items & arrangement of movement to other sites for better utilization.
- Handling raw material of all batching Plant & arrange material on time for smooth work with any delay.
- Ensures FIFO policy at the time of issuing the stocks.
- Assisting in Implementation safety, ISO systems, and 5S in the department.

M/s Total Shipping and Logistics Pvt Ltd.

Since June-2016 to Nov-2017

Manager-Stores

Site: Jhabua Power Ltd (1x600 MW)

Job Profile:

- Overall responsible for planning and organizing stock management including scrap management.
- Devise effective strategies for introduction and development of inspection systems in SAP and reconciliation of construction material.
- Daily perpetual inventory activity and report generation.
- Accountable for spares preservation & ABC/VED item/spares periodic physical verification as per SOP.
- Accounting of NRG / RGP material and preparation of monthly MIS of Dept.
- Ensuring maintaining MRP for regular spares and consumables.
- Inventory control / monitoring for Non-moving and obsolete Items and aging report.
- Maintain safe work culture in work area.
- Coordination for implementation & maintaining to IMS/ISO/OHS/5S & other statutory requirements for Stores.
- Regularly follow-up with Supplier and transporters for the Ordered Material.
- All administrative & performance evaluation jobs for all store staffs for easy & smooth operation.

**M/s. Reliance Infrastructure Ltd
(6X660MW Sasan Ultra Mega power Project)
Manger -Stores and Logistics**

Since Feb-2011 to June-2016

Job Profile:

- Overall responsible for planning and organizing stock management of BTG and BOP material.
- Develop of inspection systems in SAP and reconciliation of Bulk material, & Bop material equipment's& audit of the material.
- Reconciliation of materials with approved BBU.
- Accountable for vendor bill, up to payment to service provider.
- Maintaining records of goods ordered and Good received.
- Ensure safety work culture at site to avoid any accident.
- Physical inventory on regular basis of stores.
- Bill processing of incoming material, making GRN in SAP and process the same.
- Issue posting in SAP as reservation / issue slip/MRS.
- Circulation of report and monthly MIS on concert tem.
- Material Reconciliation, Managing of material inventory in SAP atmosphere.

**M/s Lanco Infratech Ltd. (2X600MW Thermal Power Project) Anpara
Sr.-Store Keeper**

Mar-2008 to Feb-2011

**M/s Thermax Engg.Construction Co, Ltd
Store Keeper**

Aug-2003 to March -2008

COMPUTER SKILLS

Hands-on-experience in windows 10 & MS Office 2013

Hands-on-experience in SAP

EDUCATIONAL CREDENTIALS

- MBA in Material Management from ISBM, Mumbai
- Diploma in Material Management from IIMT, Chennai
- Diploma in Mechanical from Bundelkhand University, U.P.

Personal Details:

Father's Name : Shri Mr. Banshidhar Mallick

Date of Birth : 01-July-1975

Languages known : English, Hindi, Odia

Permanent Address : Vill.-Kumar Pur, P.O.-Ramalenka, Distt.-Puri (Odisha)

References : Available on Request

Date: 31.03.2022

Place: Tutocorin

Surath Chandra Mallick