

# MANIKANDAN KAYYALASSERI



## Personal

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Kayyalasseri House, Kadavanad Post.  
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## Interests

- playing cricket, football

## Languages

- English ●●●●●
- Hindi ●●●●●
- Tamil ●●●●●
- Malayalam ●●●●●

To build a career in an organization that provides an opportunity to utilize my skills and experience in the fields of Logistics and the container industry in the most professional manner, thus assisting the organization and myself to soar untouched heights.

## Work experience

**Material controller** Dec 2013 - Nov 2021  
BSI Steel, Doha -Qatar

Providing the terminal for the fulfillment of materials and services requirements for effective project operations.  
Coordinate, supervise, train, guide, and motivate the staff of quality and accuracy.  
To do a weekly inventory of raw materials.  
Oversee the management of all material movement related to the project including receiving, storage, requisitioning, issue, and accountability of all items required in optimum conditions and in an easily retrievable fashion as well as disbursement of the same in adherence to project requirements.  
Supervise unloading and receipts, inspection as per specifications ASME & ASTM standards, quantity and quality check, proper storage mark locations

**Material controller** Feb 2011 - Jan 2013  
ITT systems, Kuwait

Tagging and identification of stock while placing in a storage location Ensure all material movement is to be updated in the online material management system in ERP.  
Update material movement Receipts/Issues in the ERP package from time to time  
Posting of inventory receipts/Goods receipt notes (GRN), Material issue voucher(MIV) in computer system ERP Monthly stock statement Report Inventory, Non-Inventory & Assets, Un-used/Discarded/Damage Items Report.  
Requisitions material and establishes sequential delivery dates to departments, according to job order priorities and material availability.

**Logistics officer** Mar 2009 - Feb 2011  
CSA LTD, kuwait

Utilize various transportation provider software systems to facilitate material movement planning and scheduling.  
Prepare and update monthly logistics, and schedule to assure deliveries to production locations and coordinate product delivery schedules with customers.  
Keeping track of the incoming materials  
Examines stock items for defects  
Conducted stocktaking cycle count and reconcile warehouse items.  
Routes outgoing shipments through various freight forwarders and schedules transportation of shipments.  
Maintains shipment files, issues reports, and responds to customer inquiries regarding the status of shipments.  
Posts orders and shipping information daily using a computer system.

**Computer Technician** Jan 2005 - Jan 2008  
Expert Systems, Edappal

Installing operating system and troubleshooting.  
Identifies, diagnoses, and resolves level one problems for users of the mainframe, personal computer software and hardware, district network, the internet, and new Install, repair, maintain, and upgrade desktop and notebook computers as well as printers.  
Provides one-on-one end-user problem resolution over the phone for district-approved personal computer (pc) software.  
Designing and implementing small computer networks.  
Installing computer technology in a call center environment communicates solutions to end users.

## Education and Qualifications

### IICL

Institute of International container lessors, Washington

container inspection and estimation

### MBA

MG University, Mumbai

MBA in Logistics and Material Management

### PGBM

MG University, Mumbai

Post Graduate in Business Management

### BA

CMJ University, Shillong

Bachelor of Arts (Economics)

### JCHNP

Jetking Infotrain, Mumbai

Jetking certified computer hardware and networking professional

### Pre Degree

Calicut University

### SSLC

Board of public examination

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## Skills

MS - office



Internet



Epicore



Focus



SAP MM

