

CURRICULUMVITAE

Maneesh Kumar Singh

Mobile -+919971008005

+917007525352

EmailID:maneesh.rajkumar@gmail.com

maneesh.rajkumar@yahoo.co.in

Objective:

Having more than 10 years of experience in Telecom Logistic Field and apply myself to explore and utilize the knowledge in the field of logistics and supply chain management to contribute for achieving organizational goal.

Current Profile: Worked with IWS in Circle SCM team as Assistant Manager for UPE (Varanasi). From 24 – MAR-16 to 26-dec-203 for Samsung Electronics.

Currently I am searching new opportunity due to project wind-up.

- Managing to all Warehouse activity Dispatched and receiving of material and prepare the MIN,GRN and MRN and per site plan which is provided by Planning team requirement for IBS,1800 Mhz,2300 Mhz, 850Mhz
- Help to NHQ team to deliver the material in circle as per project plan.
- Provide all type RECO of material as per requirement by customer.
- Coordination with transporter to delivered the material at site smoothly.
- For theft burnt and damage Cases provide details to NHQ for Insurance claim..
- To manage all the activities associated with the Branch & Warehouse.
- Maintaining of document/ Database updating as per audit requirements.
- Inventory liquidation on periodically basis, aging stock analysis and FIFO maintain.
- Monitor to Maintain POD record 100%.
- Stock audits and inspections with proper documentation.
- Reconciliation of the physical stock & adjustment as per shipments.
- Monitor and maintain the Reverse logistic as per defective replacement policy of client.
- Additional responsibility on time-to-time basis.
- Insure the all material Packaging and safety time till material delivery at Site.
- Preparation of FMR and STO of Material as per requirement.
- Coordination with WH Team for material delivery at a time as per project plan.
- Coordination with project the for future planning for material ordering
- Provide the material RECO details to Centre team monthly basis.

Warehouse Coordinator in Meerut: Worked with Ericsson India Pvt Ltd UP West, Meerut (Bharti Project) on behalf of MM Communication from Oct -2010 to Feb. 2012 as a warehouse coordinator with Ericsson.

Professional Experience:

1. Company: Ericsson India Ltd UP West, Meerut (Bharti Project)), (Outsourced through MM Communication)

Designation: warehouse coordinator
Duration: Oct 2010 to Feb2012

Responsibilities:

Handling dispatches of more than 250 sites per month on an average as per SDR received for all kinds of telecom products such as Ericsson BTS (Model 2204, 2104, 2954, 2964), GSM Antenna, Microwave Link material (All types of MW Antennae, ODU, IDU etc), Power Plant (SMPS & Battery Bank), Installation Materials, AXX 9100, 9200, 9300, MSC, BSC, Media Gate Way etc and I Wan material Indoor Material (Repeater, Omni patch panel antenna).

To achieve professional excellence in the rapidly growing field of Wireless Telecommunication, Networks & Technologies like GSM, CDMA & GPRS etc. and to work for the design, development & management of such optimized Networks.

- Update all Faulty and Ok, SRN material in Ericsson Web online tool.
- Monthly R&R report generation & circulation.
- Co-ordination with central W/H.
- Working for CAM (capital asset movement) as per provide by project.
- Follow up for Preventive Maintenance
- Tracking of Purchase Request as per provide by D& P.
- Co-ordination with the field Engineers & zonal technical managers to resolve the network hardware faults.
- Dispatch the Optical fiber cable, DG, duct main hole, shelter and infra related material with Warehouse team.
- Managing all Receipts and dispatches of material.
- Coordinating with Warehouse for smooth arrangement of Vehicles according to despatch plan.
- Route Planning for optimum utilisation of vehicle capacity and minimising the cost and ensuring timely delivery of material on sites.
- Ensuring maximum and minimum inventory levels.
- Distribution of material at sites at given time schedule.
- Inventory management, physical verification of stock Vs Soft stock record.
- Stock monitoring of faulty material and managing repair and return.
- Completely responsible for Data Entry of all kind of Invoices.
- Tracking of Purchase Request as per provide by D& P.
- Ensure No “ cannibalization” of main equipment.
- Logistics/Supply Chain & Materials Management, Streamlining the system and procedures, establishing effective Inventory control - slow, non-moving & obsolete material, for ensuring ready availability of materials.
- Coordination with finance and technical team for reducing the provision of SRN and fresh Inventory end to end.
- Coordination with every Circle for asset correction which was wrongly picked by technical team in Oracle.
- Propose Write-off where no material is available.
- Ensure all CAM/SRN for dismantled sites are raised.
- Pending CAM closure with SCM & FA.
- Scrap PRs to be initiated & get approved within SLA.
- SRN Re-initiation in case of excess or short material found at site w.r.t. SRN form.
- Tagging of SRN material as R&R/Scrap/Obsolete/Usable/Spares with help of SPs

Educational Qualification:

- MBA in Operation and finance from Subhari University in 2022 (Distance Education).

- Diploma In Electronics and Communication Engineering from All India institute of training and Education New Delhi in 2015
- Graduation from Veer Bahadur Singh Purwanchal University, Janupur in 2010.
- Intermediate in Science from U.P.Board in the year 2005.
- High School in Science from U.P Board in the year 2003.

Professional Qualification:

Certificate Course in Computer Application.

Skills: MS-OFFICE (WORD, EXCEL, Power Point)

WIN 95/98/2000, Oracle, SAP

TALLY 6.0, 5.4, 6.5

Personal:

Father' s Name : Shri Uma Shankar Singh

Date of Birth : 10th August 1988

Permanent Address : S/O Sri Umashankar Singh

Vill& PO – Bhadeora,

Distt. - Jaunpur (U.P.)

Mobile # 91+9971008005

Interest: Playing Cricket, Music-Movies, Travelling, Games.

CERTIFICATE OF UNDERTAKING

I hereby certify that information furnished above is true to the best of my knowledge and belief.

Date:

Place: Varanasi

Maneesh Kumar Singh

