



## Overview

Strategic, visionary & proactive professional with an unmatched track record in effectively spearheading all aspects of Logistics/Commercial Operations, Transportation, Warehouse Operations; targeting senior-level assignments in Logistics, Warehouse Management and allied services with an organization of high repute across North India

# PRATEEK SRIVASTAVA

Planning and Logistics



+91 9214144447



prateeksrivastavaaa@hotmail.com



## Profile Summary

- A strategic leader with **more than 14 years** of rich, extensive and diverse experience in Inbound & Outbound Logistics, Warehouse & Inventory Management, Vendor Management, and Client Engagements across sectors like Automobile & FMCG
- Impressive track record of driving efficiency, improving freight schedules/rates, establishing standard operating procedures, and producing sustained results
- Directed the development of SOPs on outbound logistics and inbound logistics, policy formulation and their implementation
- Expertise in administering warehouse operations, while ensuring adherence to KPIs agreed with store vendors; conceptualizing & managing the existing process of store to accommodate a smooth flow of cargo to maximize loads, output & net profits
- 8 **Expertise in handling all logistics functions** including cargo planning, storage, distribution, payment realizations & customer support as well as negotiations with transporters for ensuring cost effective transport solutions & clearances
- 8 Proficiency in managing inventory function, minimizing inventory-holding expenses and ensuring adherence to optimum inventory level, thereby reducing wastage; Conceptualized systems and procedures to implement purchasing, inventory control that assures availability of materials & transportation in accordance with Just-in-Time delivery schedules, while maintaining minimum inventory
- 8 Insightful intelligence in effectively implementing **cost saving measures** to achieve reduction in terms of logistics & transportation cost, and stabilizing export-import functions; proven capabilities in managing day-to-day relationship with vendors, customers, transporters to ensure achievement of service and quality norms for smooth flow of operations & supply of required items



## Career Timeline



## Work Experience

JAN'17: RSPL LIMITED- Planning and Logistics Lead

Growth Path

2017 – 2020 as Manager - Logistics

2020 – 2021 as Senior Manager - Logistics

2021 – Till as Assistant General Manager – Planning & Logistics



## Core Competencies

Strategic Planning

Inbound & Outbound Logistics

Warehouse Management

Inventory Management

Cost Control

Vendor Management

Stakeholder Management

MIS Reporting

Regulations & Compliance



## Education

2013

MBA (Logistics) from CMJ University with 65% in 2013

2009

BCA from Institute of Engineering & Technology, Kanpur, CSJM University with 67% in 2009



## Soft Skills

Communication

Planning

Leadership

Problem Solving

Multitasking

Team Management

Detail-oriented



## Technical Skills

MS Office Suite

SAP

SQL Server - 2000/2005/2008



## Personal Details

Date of Birth: 30<sup>th</sup> January 1989

Languages Known: English & Hindi

Address: , Lucknow, Uttar Pradesh

Nov'12 – Jan'17: Mahindra Two Wheelers Ltd., Jaipur, Rajasthan as Assistant Manager Commercial

### Growth Path

2012 – 2014 as Senior Executive

2014 – 2017 as Assistant Manager

Apr'10 – Oct'12: TVS Motor Company, Lucknow as Logistic Executive

### Key Result Areas Across The Tenure:

- ▶ **Spearheading (inbound & outbound) logistics operations** encompassing new route identification, fleet management and negotiation with freight forwarders for timely delivery of the materials required
- ▶ Reviewing national and regional transportation, and logistics reports for ways to improve efficiency and minimize the environmental impact of logistics activities
- ▶ Spearheading a team of **members** and acting as a mentor in case of any process bottlenecks
- ▶ Communicated freight transportation information to customers & suppliers using transportation management, electronic logistics marketplace, electronic freight information systems to improve efficiency, and quality of transportation services
- ▶ Developing high-level implementation plans, and determined future logistics organizational structure/support ensuring Delivery-in-Full (DIF) and Delivery-on-Time (DOT)
- ▶ Strategically planning and managing logistics, warehouse, transportation and customer services while monitoring compliance with laws, regulations and ISO requirements
- ▶ Evaluating and reviewing company's logistics operations business practices, updated and developed process documentation, streamlined opportunities, and eliminated non-value added activities
- ▶ Cultivating positive business relationships with customers and vendors; directed pricing and performance reviews to identify service and revenue improvement opportunities and manage costs
- ▶ Developing and managing the logistics operations budget and all related fiscal forecasting and planning activities
- ▶ Forecasting yearly/quarterly/monthly and managing production for PAN India Production Units SKU wise
- ▶ Spearheading warehouse operations, evaluating work performance, maintaining clean & safe environment, monitoring purchase, receipt, inspection, storage, cataloguing, inventory and distribution of stock, working on production coordination, transportation, direct-indirect distribution, sales accounting & stock inventory
- ▶ Ensuring First In First Out (FIFO) for all products with efficient storage of materials and spare parts according to the quality measures and procedures
- ▶ Leading incoming & outgoing material activities to ensure accuracy, completeness & quality of material; participating in review of specification updates and spearheading activities of inventory control group to determine delivery requirements
- ▶ Administering the inventory management operations; supervising MSL (minimum stock level) and inventory at service center's stock and company warehouse with focus on improvising replenishment of key repair parts timely
- ▶ Governing the operations related to Payment Updation, Employee TA/DA, Dealers / ASC Claims Settlement, C-Forms Liability Amount Deduction and C-Form & F-Forms Collection for Rajasthan region
- ▶ Working as MIS Coordinator towards preparing daily, weekly and monthly MIS reports regarding primary & secondary costing (All PAN India logistics cost), service level, damage, timely order dispatch, TAT, industry figures and sales MIS (Schemes, Dealer incentives, PPT for NSM)

### Highlights:

- ▶ Recognized as Employee of the Year for saving cost of INR 1 Cr.
- ▶ Managed the operations from a separate IT Team; monitored Rajasthan MTWL dealers as Zonal DMS In-charge
- ▶ Acknowledged with Spot Award for achieving 100% quality parameters related to timely dispatch and dispatch without breaking in 3 years
- ▶ Received an award for achieving cost saving of INR 1 Cr. in six months and ensuring 100% quality as per parameters related to timely dispatch, dispatch without breaking & zero% sales loss