

## **VIGNESH PANDI. A**

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Nilakottai, Dindigul- 624 208.

### **About**

Skilled customer service professional with over 6 years of successful client experience with reliable product education, timely assistance, helpful feedback and management response.

Seeking challenging position in result oriented organization to use & apply my technical knowledge & skills for the benefit of services, management & leadership. Dedicated in bettering the customer organization as well as sharpening my existing ability, in area of supply chain management and procurements.

### **Technical Skills**

- Material management.
- Order processing.
- Cost reduction.
- Supply chain management.

### **Software Skills**

- ERP.
- MS Office.

### **Key skills**

- Well knowledge in ERP Data Processing Software.
- 2D&Assembly Drawing reading skills.
- Project-Based Logistics.
- Process Improvement.
- Managing 20+Suppliers & vendors Professionally.
- Negotiation & Contracts.
- Proficient in MS Office(word, excel).
- Customer Relationship Management.

### **Education**

Diploma in mechanical engineering. (2016-2018).

Thaai Polytechnic College,

T. Vadipatti, Madurai.

**Experience:****Dec 2020- Current date****Customer Support Executive,**

Indra Engineering,

Coimbatore.

**Roles & Responsibilities:**

- Purchasing raw materials.
- Processing engineering
- Dispatch Co ordination
- Managing logistics.
- Customer handling
- Supplier & vendor follow up
- Preparation of material documents
- Manage end to end supply chain operations.

**June 2018- Aug 2020****Quality Engineer,**

TVS Sundaram Fasteners Ltd (Autolec division)

Gummidipondi.

**Roles & Responsibilities**

- In process quality management
- Final Inspection
- Maintaining the document for internal audit
- Line Supervising
- Handled all type of instrument like Vernier Caliper, Micrometer, all types of Gauges ,etc..

**Projects**

- P-pop for Assembly masters

**Strengths**

- Maintains good interpersonal relationship.
- Quick learner
- Creativity
- Patience

**Personal details**

Gender :Male  
DOB : 10-07-1999  
Marital status : Single.  
Languages known : Tamil, English.

**DECLARATION**

I hereby declare that particulars in the resume are true to best of my knowledge and belief.

**DATE :**

**VIGNESH PANDI. A**