

Sanjeev Kumar R

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Address Coimbatore, Tamil Nadu 641035

SUMMARY

Productive employee with proven track record of successful project management and producing quality outcomes through leadership and team motivation. Works with clients to determine requirements and provide excellent service. Trustworthy of practical experience and dedicated work ethic. Self-motivated to consistently provide first-class results in line with stringent targets and deadlines.

Experience

Junior Merchandiser AKR textiles, Tirupur, India 2013-2015

Senior Merchandiser BM Textiles, Tirupur, India 2015-2020

Merchandising Manager CAM Sourcing Tirupur, India 2020-2022

Merchandising Manager SKM Unique Products, India 2022-Current

Merchandising department:

- Sourcing Buyers according to the demand in company, working out costing and confirming the orders, preparing time & action plan, production coordinating, preparing packing list, getting CO/GSP, follow shipping bills and payment.
- Met accounting financial standards providing accounting department annual budget information Maintained cash flow by monitoring bank balances and cash requirement.
- Tracked and recorded expenses and reconciled accounts.
- Completed daily cash functions like account tracking, payroll and wage allocations, budgeting and all type of cash and bank reconciliations.
- Analysed invoice and expense reports, identified variances and researched issues to correct problems & financial compliance.
- Addressed client inquiries and resolved issues and complaints as and when required
- Accurately process purchase orders in a timely effective matter, verified quantities ordered, price, product codes, ship date.
- Formulates policies and planning recommendation to the management, decides or guides course of action in operations by my team.
- Managing production related tasks including planning, controlling, and troubleshooting.

- Responsibility of opening and Closing of Accounts, coordinating with bank for any issue related to export payments and Loan related issue.
- Responsible to do bank reconciliation, arrange bank statement on daily basis, providing all document as per bank requirement, Coordinating Internally in company for collecting different document.
- Coordinate and preparing related documents of Export LC and TT payments with Internal Department and Banks.
- Working Knowledge of Purchase order, planning, recapping and other Merchandising systems.
- Understanding the buyer's requirements and communicating the same to the production team clearly and swiftly, coordinating the lab dips approval between buyers and factory.
- Calculate consumption and material requirements as per order.
- Responsible to develop the sample as per buyer requirement, coordinate with sampling coordinator and Qc Team.
- Responsible for contributing to and carrying out production strategy decisions in yarn to pack departments.
- Taking care of the fabric requirements as per the orders and planning the cutting as per size ratio to minimize the fabric shortage.
- Marker Planning, Calculating Marker efficiency and work on saving the fabric.
- Direct communication with buyers for styles related enquiries and follow up the orders status to reach the shipment on time to the buyers.
- Decision Making: Formulates policies and planning recommendation to the management, decides or guides course of action in operations by staff/employees.
- Overseeing production related tasks including planning, controlling and troubleshooting. Setting up production targets and achieving within time and cost parameters in all the departments.
- Maintaining harmonious work environment on the unit floor, providing continuous on the job for workers and taking care of works safety and compliance audits.
- Maintain all production and Quality monthly reports for work analysis's purpose.
- Coordinate the production staff with the equipment that is used during the manufacturing process and developed an efficient workflow process by managing the supply chain, monitoring production contractors and staff.
- Track and follow up the shipments from overseas and update day by day and deliveries of samples (TOP, Pilot Run and shipment) online for each order.
- Day to day communicating with vendors and merchandising, Planning, and distribution centre to
- Execute production strategy.
- Weekly production update with cross functional team and review reports prepared by the assistant production manager prior to the meeting.

Buyers Handled:

OVS, BUFFALO, TERRANOSTRA, RUSSEL, NKD, VERITAS, LNDN, DEX, MOD.

Skills:

Procurement, Planning, Product expertise, Merchandising plan development, Overstock Management, Problem solving, Costing, Management of teamwork, Interacting with buyers, Planning & Time management, Sourcing buyers.

Technical Skills:

- Tally
- MS Office Tools
- Manufacturing Executive Software

Education

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| B. Com IT | Sri Krishna Arts and Science College | 2012 |
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| MSC Shipping & Logistics | Southampton Solent university | 2013 |
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