



KARUMANCHI. RAGHU PRAKASH
Store Management Professional

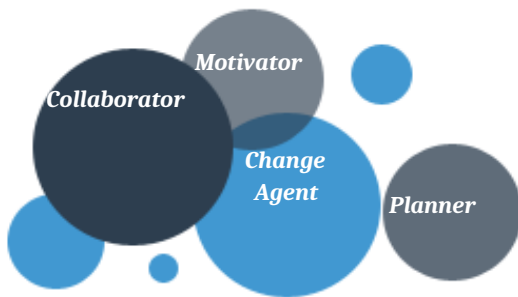
Phone: +917780247224 & +918143779600
E mail : prakash280987@gmail.com

Versatile, high-energy professional, targeting challenging assignments in **Store Operations & Management** with an organization of high repute in **Civil / Construction industry**

Career Summary

- Achievement-driven professional with **nearly 9 years** of experience in store management operations across range of construction projects
- Proven record in planning materials procurement and exploring stable sources of supply to feed the project requirements
- Accomplished at ascertaining material requirements, identifying & developing reliable vendors for procurement of materials as well as sourcing components
- Skills in negotiating with vendors for improving product quality and reducing lead time for deliveries
- Excellent at monitoring the reliability, affordability & quality of purchased materials and performing quality checks & controls on defective products; proficient at implementing high performance strategies with the view to consistently increase the cost savings by low cost sourcing and agility on a consistent & continual basis
- Skilled in planning of procurement, production, inventory control, logistics & distribution activities; proficient at devising & implementing policies & procedures to enable smooth functioning of operations
- An eye for detail as well as honed motivational leadership skills by way of mentoring leaders with the objective of reaching greater operational efficiency & enhanced productivity

Soft Skills



Critical Strengths & Competencies

Store Operations



MIS Reporting



Materials Planning



Stock Verification



Inventory Management



Purchase / Sourcing



Professional Experience:

JAN 17 - Till **GVPR Engineers Ltd, As a Sr. Store Executive**

Client: Karnataka Neeravari Nigam Limited

Project Details: Karnataka Neeravari Nigam Limited ,Yettinahole Diversion Project-Package-4

Construction of Weir-2, Weir-6, Weir-7, Weir-8, Jack Well cum Pump Houses, Water pipelines at four different locations connecting to common Delivery Chamber-1 (DC-1) and also Delivery Chamber-5 (DC-5) from Weir-2,110 KV electrical substations with mechanical works consisting of Vertical Turbine Pumps designed for a maximum pump head up to 90 mts.

Role:

- 1) Preparation of daily and monthly consumption report

- 2) Preparation of Indents and masters.
- 3) Maintaining local purchase ledger and checking materials which comes to site
- 4) Maintaining day today material report
- 5) Preparation of Gate Pass, Goods Inward, GRN's, MRIN's, & Inspection Report.
- 6) computerized maintaining of record of all the activities done regarding the stock of items
- 7) Day to Day issues and receipts, ledgers, stock statement report and DMR
- 8) Issuing materials to sub-contractors and preparing debit notes for issued materials.
- 9) Independently handle this site men & material controlling and handling material checking theoretical Steel checking's
- 10) Inventory monitoring and minimizing the Non moving & slow moving stocks
- 11) Making reconciliation of material with QS,
- 12) Reconcile the stock of items with accounts regularly,
- 13) Preparing Debit notes
- 14) Independently handling large project sending DPR's to authorized person as daily wise
- 15) Adequate and proper storage facility, highlight stock accumulation, discrepancies & abnormal consumption.
- 16) Coordinating with store team and indenter department for the procurement of the materials and timely delivery at site
- 17) Purchase materials and supplies when project needed with proper documentation.
- 18) Monitor control and supervision the Purchase and store activities located in the site location
- 19) Recommend, maintain, and purchase material supplies and equipment, including use of machinery
- 20) Ability to work in outdoor conditions that include heat, cold and rain.
- 21) Assist with scheduling and supervision of projects and coordinate the site activities

Oct'15 – Dec'16

Evolution Overseas LLC, Sultanate of Oman as Store Officer

Project: Construction of Hostel Building, New Facility Building & Central Store Building

Highlights:

1. Ensured smooth movement of stock/ raw material from the store by taking accurate measures
2. Successfully developed & implemented store procedure's initiatives to streamline the inventory function.
3. keen to details Obtain requirement of items from the technical & other department Raising the indent for items needed and Receive the items and inform to the concerned department
4. Have good knowledge and experience in storekeeping and Knowledge in book keeping
5. Safety knowledge and precautions on site
6. Adequate knowledge of Interior Material & Team Management
7. Attending meetings with project manager, purchase dept and site engineers and following the MOM.
8. Good Knowledge of interior materials.

Role:

1. Managed overall stores activities at project site for multi-storey high rise residential buildings
2. Placed indents to order materials; coordinated with site engineer's requirements for purchase of the materials
3. Forwarded purchase indents to Purchase Department for timely availability of materials, to raise LPO within days
4. Purchased stock on monthly basis and reconciled the same; tracked physical stock along with computer records
5. Ensured materials care of demurrages, in-transit damages; took preventive measures for the safety of stocked goods
6. Conducted daily inspection of issues, receipts, documentation, and inventory, stocking and

making of computerized entries for the related items.

7. Maintaining all the records like interior items timber, plywood, POP and all types of ceiling items, Mechanical, Electrical light fittings, Plumbing materials and other building materials steel, cement, aggregate used in construction industry.
8. Administered physical management and proper upkeep of stock materials; conducted periodic cyclic checks Generated daily monthly stock reports on request of the management.
9. Planned upcoming goods, devised preventive measures and executed stock control.
10. Inspected daily issues of subcontractors, documentation, inventory, stocking and made computerized entries for the related items and debit notes, performed stock reconciliation, ensured proper documentation and process discipline among team.
11. Supervise all issued civil, mep and interior materials at site..
12. Monitor and minimize wastages.
13. Ensure timely ERP entries and submission for bills.
14. Ensure stock items are marked using identification tags.

Apr'14 – Aug'15

SRR Projects Pvt. Ltd., Tiruvalluru, Tamil Nadu as Stores Officer

Project: Rail One Project – 4th Line TRL to AJJ in Tiruvalluru, Tamilnadu

Role:

- 1) Maintained store stock inventory for all sites including shuttering materials & construction materials
- 2) Conducted periodical inspection of site stores and checked all materials as per database in central stores
- 3) Submitted daily reports of all materials PO as well as CO to Accounts Department
- 4) Coordinated with the project manager/project site staff and updated all data entries on day-to-day basis
- 5) Drove entire purchase, stores/ warehousing operations to support implementation of construction projects
- 6) Managed entire purchase process ranging from materials planning, processing of indents, obtaining/ evaluation of offers, sourcing, vendor development, negotiation and finalization of purchase orders
- 7) Steered entire stores operations to streamline entire system of receipt, storage, issue, and inventory and delivery management; arranged unloading of trucks, prepared goods receipt note, secured invoice verification and offered incoming material to Quality Control Dept. inspection
- 8) Performed checks of the material received, detected shortages/damaged material and filed claims; maintained regular follow-up until settlements
- 9) Arranged proper marking, codification and stacking of the items for proper identification, safety and convenience of retrieval; regulated issue of stores under proper authorization, observing the laid down proper procedure

May'12 – Mar'14

Vallabhaneni Constructions, Vijayawada, Andhra Pradesh.Store Officer

- 1) Generate purchase orders for ordering materials, goods and supplies.
- 2) To send purchase orders to vendors through mails and couriers.
- 3) Interact with the suppliers on a day to day basis.
- 4) Review deliveries against the orders.
- 5) Track the status of all purchase order.
- 6) Produce and maintain all reports and records.
- 7) Maintain records of all purchase order and associated documents for all processes and maintain knowledge on all open order and its status and provide assistance to all purchase staff and manage all calls for purchase and delivery schedule.
- 8) Evaluate all purchase acquisitions and purchase orders on regular basis.

Apr'11 – Mar'12

Ramky Infrastructures, Kondrapole, Andhra Pradesh.Stores Keeper

Project: NAM road project.

- 1) Issuing materials and Diesel to site and sub-contractors with proper documentation, Updating Stock Books.
- 2) Invoice, PO maintaining and Preparing GRN, STN's, Gate pass, MRIS and proper Documentation.
- 3) Periodical checking's of stock issued to other sites and sub-contractors and issuing Debit notes.
- 4) DPR, Physical stock verification and comparing with MIS.
- 5) Taking Care about Assets.

Apr'09 – Mar'11 IVRCL Infrastructures & Projects Ltd., Karwar, Karnataka

Project: Construction of Fire water pump Houses, Water Supply Facility and OHT's and Internal Roads

Sea Bird Naval Base Project – Site (A and E) in Belikeri of Indian Navy, Western Naval Command at Karwar, Karnataka

Growth Path

Apr'09 – Dec'10 Store/Site Supervisor

Jan'11 – Mar'11 Sr. Site Stores Supervisor

Education & Credentials:

- a) B.Sc. (Computers) from Sri Krishnadevaraya University, Anantapur in 2013
- b) Diploma in Electronics & Communication Engineering from Bapatla Polytechnic College in 2008
- c) Post Graduate Diploma in Computer Applications (PGDCA) from New Softech Computers in 2008

Personal Details:

Date of Birth: 21st June 1987
Languages Known: English, Hindi, Telugu, Kannada & Tamil
Address: D. No.: 5-24-26G,
Pallikonda Vari Street,
Ithanagar, Tenali-522201,
Andhra Pradesh
Present Salary: 32000/- PM
Expected Salary: Negotiable
Time required for Joining: 30 Days
Passport No.: K8601322 (valid till 06-12-2022)

Place:

Date:

(K. RAGHU PRAKASH)