

Dear Sir/Madam,

This letter is to express my interest in bringing my years of experience in Supply Chain Management, Demand Forecasting and Planning, Procurement, Trade Finance & Freight Forwarding for over 19 years in domestic as well as in international market.

As my enclosed resume indicates my background in the Supply Chain Management, Trade Finance (Letter of Credit), Sales and logistic area; much of my experience is transferable, specifically in the areas of SCM, Procurement and Logistics Support.

My most recent experience is working with United Rubber Industries, Mumbai, India as General Manager – Supply Chain, Logistics and International Marketing (U.S, Canada & Latin America Region). With my practical experience and demonstrated success, I have the drive and talent to quickly become a top performer in your organization.

Some of my key strengths and expertise includes: -

- Procurement and Supply Chain Management - Developing and implementing Strategies.
- Demand forecasting and planning through data analysis.
- Production Scheduling.
- Specialised in handling cross trade shipments.
- Letter of Credit, bills of exchange.
- Inbound and outbound logistics Management.
- Collaboration and People Management.
- Skilled and fluent in communication, presenter with the flexibility and experience required to adjust to rapidly changing schedules, frequently shifting priorities, and high-pressure settings.
- Export Documentation.
- Building critical business relationships.
- Addressing long term and short terms needs of the customers.

For your convenience, I have attached my resume for your review. Realizing the limitations of the written page, I would welcome the opportunity to participate in a personal interview to answer any of your questions and better present my experience and qualifications.

I appreciate your consideration.

Sincerely,

Sanil Shankar Shetty.



SANIL SHANKAR SHETTY

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Academic Qualifications

- Post-Graduation Diploma in Foreign Trade & International Marketing from World Trade Centre, Mumbai, India, May 2005 to December 2005.
- Bachelor of Commerce and Economics from K.P.B. Hinduja College of Commerce & Economics Mumbai University, India, March 2005.
- Higher Secondary Certificate (H.S.C) Examination from K.P.B. Hinduja College of Commerce & Economics, Mumbai University, India, February 2002.
- Secondary School Certificate (S.S.C) Examination from Antonio D'Souza High School, Mumbai University, India, March 2000.

WORK EXPERIENCE

Company: United Rubber Industries (India) PVT Limited, Mumbai, India

Designation: General Manager – Supply Chain, Logistics and International Marketing (U.S, Mexico, Canada Region)

Tenure: April 2024 – Till date

- Handling one of the revenue generating and key account - **Navistar Inc. for U.S, Canada and Mexico region** in OEM and service parts supply.
- Managing more than 400 product portfolio for existing and upcoming projects across 6 manufacturing lines (San Antonio-TX, Springfield-IL, Tulsa-OK, Escobedo-Mexico)
- Effective handling of weekly EDI.
- Ensuring timely dispatch instruction given to U.S warehouse to suffice line requirement.
- Monitoring of quantitative deviation (+ or -) through data analysis.
- Maintaining stock against EDI ratio through proper production instruction.
- Demand Planning & Forecasting of SOP & EOP.
- Implementing inventory optimization strategies.
- Handling RFQs for project in collaboration with the technical team and timely submission of feasibility report to client.
- Collaborating with NPD and RND team for timely submission of proto sample, PPAP and tool kick-up process.
- Worked closely with sales and marketing teams to incorporate new product launch plans into demand forecasts.
- Weekly, monthly, quarterly analysing MIS data.

Company: Shetty Rubber Co, (Imitation Jewellery & Rubber Moulded Product) Mumbai, India

Designation: Procurement & SCM

Tenure: October 2012 – March 2024.

- Devise and use fruitful sourcing strategies.
- Handling orders for reputed clients such as Hindustan construction, BMC for their water purifying project for more than 10 years.
- Vendor management.
- Discover profitable suppliers and initiate business and organization partnerships.
- Negotiate with external vendors to secure advantageous terms.
- Approve the ordering of necessary goods and raw materials for effective production output goal.
- Finalize purchase details of orders and deliveries.
- Examine and test existing contracts.
- Track and report key functional metrics to reduce expenses and improve effectiveness.
- Collaborate with key persons to ensure clarity of the specifications and expectations of the company.
- Working with production department to ensure smooth flow of required material.
- Foresee alterations in the comparative negotiating ability of suppliers and clients.
- Expect unfavourable events through analysis of data and prepare control strategies.
- Perform risk management for supply contracts and agreements.
- Control spend and build a culture of long-term saving on procurement costs.
- Selection of effective channel of shipment for fast movement of goods.
- Warehouse management to ensure the practice of FIFO of finished products.

Company: Super General Company – Al Batha Group, Dubai, United Arab Emirates

Designation: Export Logistics Coordinator

Tenure: January 2011 – August 2012

- Effective selection of channel of shipment through various freight forwarding companies or directly through shipping line.
- Negotiation & selection of freight tariff from various quote from freight forwarder.
- Timely communicating information regarding production schedules, Freight rate, shipment plan to the Export Managers to update their export customer.
- Arranging PI for export customer and timely follow up for Letter of credit from them.
- Arranging pre-shipment Quality or Quantitative inspection from loading port through Bureau Veritas or SGS which is mandatory in few exporting countries like Cameroon, Kenya, Iraq, Liberia, Saudi Arabia etc.
- Proper evaluation & scrutinize export L/C draft and inform customer accordingly if found any discrepancies or clause fault to amend the same; which cannot be fulfilled at the time of document submission.
- Preparation of switch B/L through nominated freight forwarder in cross trade shipments.
- Preparation of all necessary exports documents to be present under the clause of L/C.
- Arranging timely payment to freight forwarders as per their credit terms and agreement.
- Handling export trade finance & proper follow up for payment on export L/C maturity.
- After Sales Service to customers.
- Timely reporting to Supply Chain Manager.

Company: Al Rais Cargo Agencies LLC (GSA for Oman Airways)- AL Rais Group Of Companies, Dubai, United Arab Emirates.

Designation: Sales and Logistics Executive

Tenure: June 2010 - December 2010

- Exploring market & getting business for air and sea exports.
- Promoting GSA Airlines. To precedence our GSA airlines for air export shipment if fits within our airline's dimension & weight restriction.
- Preparing Quotation through sales coordinator for clients & follow up for same.
- Negotiating contracts, Air / sea freight, transportation and handling costs.
- Offering consolidation services by air, sea and road - ensuring cost-effective and secure solutions to small shippers with insufficient cargo to utilize their own dedicated units.
- Arranging payment of freight and other charges, or collection of payment on behalf of the client.
- Arranging air transport for urgent and high-value freight and managing the risk door to door.
- Payment follow-up with clients.
- Handling of DGR shipments with coordination of operations & sales coordinator.
- Working closely with customers, colleagues and third parties to ensure smooth operations to deadlines.
- Maintaining visibility and control through all phases of the journey, including the production of management reports and statistical and unit cost analysis.
- Maintaining current knowledge of relevant legislation, political situations and other factors with the help of operation department; that could affect the movement of freight.
- Preparing management report such as weekly sales report, revenue sheet etc.

Company: Reem Rubber Industries L.L.C (Zenith Industrial Rubber Products. Sharjah, United Arab Emirates

Designation: Sales & Logistics Executive

Tenure: May 2006 - May 2010

- Attaining local and international customer enquiry for pricing and negotiation.
- Production planning follow up and coordination with production in- charge for dispatch scheduling.
- Import Shipment follow ups and tracking with overseas suppliers.
- Obtaining resources, quotations and secure competitive bids for trading goods and services.
- Preparation of all necessary Export as well as Local Pre & Post Shipment documents.
- Obtaining quotations from various shipping company and accordingly selecting the appropriate company for logistics activities.
- Containers follow ups with shipping company once the shipment is dispatched from the port.
- Timely updating customers about shipment status.
- Correspondence and communication with the customers in all issues.
- Timely preparation of sales report for Management.
- Preparation of Invoices and Delivery notes on Tally software.
- Daily reporting to General Manager.

Company: Mexim Private Limited, Mumbai, India

Designation: Sales Merchandiser - Buying House agent for one of the most reputed European apparel brand **ROBE DI KAPPA and KAPPA - Italy.**

Tenure: January 2006 - May 2006

- Attaining customer's enquiry through e-mails and online catalogue.
- Searching appropriate manufacturer who could execute the order within specific time frame.
- Work out on pricing received by our manufacturer, adding up the margin on the same and then quoting to our customer.
- Production planning and preparing timeline.
- Maintaining client's (For Robe di Kappa and Kappa) portfolio.
- Follow up of production by paying personnel visit to the manufacturer's factory.
- Quality inspection of production batch and getting approved with the client.
- Checking of L/C clause. Requesting amendment on same for discrepancies.
- Managing shipments through selected freight forwarder.
- Checking and approving bill of lading draft.
- Preparation of invoice, packing list, certificate of origin.
- Preparation of necessary export documents for bank submission under L/c.
- Payment Follow ups.

Personal Details:

Gender	:	Male
Marital Status	:	Married
Date of Birth	:	12 th October, 1984
Address	:	B Wing 503, Vinay Heights CHS, Beverly Park, Kanakia, Mira Road (East) Thane 401107, Maharashtra, India.
Language Known	:	English, Hindi, Marathi, Tulu
Passport No.	:	N3084038
Date of Issue	:	10.09.2015
Date of Expiry	:	09.09.2025