



## Karan Mukhi

Sona sadan , radhikanagar kharangajhar ,telco. Jamshedpur  
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### Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

### Experience

#### • Tata Motors Limited, Jamshedpur, Jharkhand 15.4.2022 - Present

Associate Engineer in Procurement & Supply Chain management, Rear Axle  
SUMMARY:

TML Drivelines Limited, Tata Motors limited Jamshedpur, India

TML Drivelines Limited is predominantly in the business of manufacturing Axles & Transmissions for Commercial Vehicles. It continues to cater to more than 90% of the Axle & Gear-box requirements in the M&HCV Range to TML by supplying to all locations of TML - Jamshedpur, Lucknow, Pune, Pantnagar & Dharwad.

I am working as a Associate Engineer responsible for handling store operation and scheduling & procurement for material ( materials like: All fasteners, greases, Axle oil,engine oil ) at Procurement & Supply Chain Management , SCM POWER TRAIN ( AQ DRIVELINE ) at TATA MOTORS LIMITED Jharkhand .

Job responsibilities in Scheduling & Procurement :

1. Planning and execution of scheduling and procurement to meet production plan .
2. Scheduling to Suppliers as per monthly production plan and tentative forecast for next two months .
3. Communicate the material requirement to Suppliers in right quantity and in right time - Zero loss, Zero Obsolescence, Zero premium freight .
4. Interact with different stakeholders ( NPI,PURCHASE,QA ) for new projects .
5. Preparation of material tracking sheet and other reports .
6. Manage exceptions and escalation of material shortage from vendors to ensure there is no stockout .
7. Procurement of parts as per SOB .
8. Manage inventory as per Company norms .
9. Able to work on P2P cycle .
10. Able to creat PR in SAP .
11. Able to work on SAP .
12. Coordinate with vendors for any issue related to ASN and GRN process .
13. Follow-up with vendors/suppliers for on time supply of material .
14. Daily Inwarding material according to DPR .

Job responsibilities in Store :

1. Circulate stock report to all buyers on daily basis .
2. Escalate Critical shortages to all buyers on daily basis .
3. Maintaining FIFO at store during material handling and material inwarding .
4. Maintaining 5S and safety of people at respective work place .
5. Lead a team of store people day to day store operations .
6. Maintaining store neat & tidy and stock the materials in proper manner at appropriate location with proper labeling of materials at store as company standard .
7. Maintaining inventory on daily basis to avoid stockout and escalating materials shortages to buyer before stockout of materials .
8. Monitoring of shelf life materials & must be liquidate before expired .
9. Control on the material handling equipment and optimize store place .
10. Highlighting non moving and obsolete material to buyer for not procuring these kind of materials at store .
11. Issuing the materials and maintaining the store's records and registers(RECEIVED and TRANSFER records)

,maintenance of stock register and store records ( inward/ outward) .

12. Verifies receipts of incoming suppliers materials against INVOICE and PURCHASE ORDER , check items for damage note .

13. Receipt of materials and process Goods Receipt Note ( GRN) in system .

14 .Transportation management lead movement of materials .

• **Daimler India commercial vehicles private limited,Oragadam,Chennai,Tamilnadu**

20.12.2018 - 7.4.2019

Trainee

**SUMMARY :**

Daimler India Commercial Vehicles Pvt. Ltd. is a subsidiary of the German Daimler Truck AG.This company designs, manufactures, and sells commercial vehicles that cater to the demands of Indian customers and are designed with nation's terrain in mind. These vehicles are branded as "BharatBenz", "Mercedes Benz" and "Fuso".

I worked as trainee in DICV Pvt Ltd at pre assembly line to delivered ABS cable and fuse junction .

**Job responsibilities :**

1. Manage and organize inventory,ensuring stock levels .
2. Maintain cleanlines and organization within store .
- 3 .Follow safety and security protocol to protect employees and customers .
4. Restock shelves and assist in recieving and unpacking deliveries .
- 5 .Collaborates with the team to meet store targets and goals .
6. Knowledge about of store in warding proceeds to material warehouse system and issue to assembly line .
7. Able to work on SAP .
8. Follow 5s at store .
9. Collecting material shortages from Assembly line .
10. Give information to buyers to their shortage of material.
11. Follow FIFO& LIFO at store .

• **Steel strips wheels private limited, Govindpur ,Jamshedpur ,Jharkhand**

12.6.2017 - 15.6.2018

Site supervisor

**SUMMARY :**

SSWL produces a wide variety of diameters, rim widths, and finishes in steel wheels, which can be customized as per the application and aesthetic needs of the customer. Availability of multiple steel grades, a range of coating & finishing technology .

I worked as a site supervisor under vendor at steel strips wheels private limited.

**Job responsibilities:**

1. Take permits from officers for every kind of work .
2. Man power handling .
3. Issue materials for workers and provide Grinder machines for grinding wheels .
4. Conduct interviews for new worker .
- 6 . Arrange PPE equipments for workers
- 7 . Supervise to worker at work place .
8. Maintain 5S at workplace
- 9 .Prepare of report of worker to their daily job done and also prepare attendance report .

**Education**

• **V.B.U. Hazaribagh , Jharkhand**

2017

B.tech in Mechanical engineering  
6.68 CGPA

• **BSEB**

2013

Intermediate in Science (PCM)  
58%

• **J.A.C. Ranchi , Jharkhand**

2010

Matric  
71.6 %

**Skills**

- Communication
- Problem solving

- Time management
- Leadership
- MS Excel
- SAP
- Material handling
- Supervision
- Organization
- Inventory management
- Logistics
- Ability to perform under pressure
- Dedicated and focused
- Procurement & scheduling
- Strategic approach

## Projects

- **Internship**

Title : Steel Plant

Duration : 28 days

Description : Internship in SAIL BOKARO , Jharkhand

## Personal Details

- Date of Birth : 2nd November 1995
- Languages : English, Hindi
- Marital status : Unmarried
- Nationality : Indian
- Gender : Male
- Father's name : Mohan Mukhi

## PASSPORT DETAILS

- PASSPORT NO - X4463844
- PLACE OF ISSUE - RANCHI
- ISSUE DATE - 04/06/2024
- VALID UPTO - 03/06/2034

## Languages

- Hindi
- English
- Odia

## Declaration

- I declare that the details above are correct and true to the best of my knowledge .

Place : Jamshedpur , Jharkhand

Date :



KARAN MUKHI