JAGADHEESH .M

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**CARRIER OBJECTIVE**

Seeking a challenging position in the Supply chain department and technology field utilizing strong communication, analytical and research skills. To work hard in all aspects and cooperate with my colleagues, be responsible and punctual on my duties and I have ability to adapt in all conditions and always willing to relocate in any place.

## PROFESSIONAL EXPERIENCE

* Currently working at Campbell shipping Pvt Ltd company as a Purchaser from Jan 13th 2025-Present).
* Worked as a Procurement Executive at Synergy Marine Group from (18th Dec 2023 to 9th Jan 2025).
* Worked as a Purchase Executive at Libra Offshore Pvt Ltd from (18th Jan 2023 to 30th Nov 2023).
* Worked as a Process Executive at HCL DPO industry for Experian project from (13th Jan 2022 to 17th JAN 2023)

**ROLES AND RESPONSIBILITIES**

# Requisition Creation:

* Vessels regularly raise purchase requisitions via company software for various items, including consumables (deck, engine, electrical, cabin, galley, paints, lube oil, and chemicals) as well as spares and services.

# Quotation Request:

* Once requisitions are received, the procurement team sends them out to vendors for quotations.

# Quotation Review:

* After receiving quotations, the team reviews vendor remarks and cross- checks the details with the vessel to ensure accuracy.

# Vendor Selection:

* After verifying all details, the best-suited vendor is selected for the supply.

# Purchase Order (PO) Issuance:

* A Purchase Order (PO) is issued after receiving confirmation from the Technical Service Inspector (TSI).

# Vendor Follow-Up:

* The procurement team follows up with the vendor to ensure timely delivery to the vessel.

# Shipment Details:

* Vendor receives the agent details and vessel’s Estimated Time of Arrival (ETA), Estimated Time of Berthing (ETB), and Estimated Time of Departure (ETD) after the PO is issued.

# Overseas Shipments (if applicable):

* If overseas shipment is required, logistics teams discuss the best flight schedule and cost options for timely delivery.

# Delivery Completion:

* Once the delivery is completed, the team liaises with the vessel’s master to obtain the delivery note.

# Payment Processing:

* Upon receiving the delivery note from the master, the team processes the payment to the vendor.

## TECHNICAL QUALIFICATION

* + MS Office, MS Excel, MS PowerPoint.
	+ Windows OS Installation and configuration

## ACHIEVEMENTS AND CERTIFICATION

* + Participated in Under 17 Day/Night league Cricket Championship Organized by Cricket Federation of Haryana.
	+ During a Supply Audit I visited a bulk carrier at Kattupalli Port.
	+ Won the Runners Up in 18th All Indian ICA T20 Cup 2018 at Visakhapatnam.

## PERSONAL SKILLS USED IN WORK

* + Planned and Hard worker
	+ Ability and Willingness to learn, Analytical skills, Procurement.
	+ Taking spot decisions effectively.
	+ Transportation and handling of materials effective in terms of cost.
	+ Maintain a good relationship with team and Vendors.
	+ Handle highest vessels in my team and Done dry dock for bulk Carrier.

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## ACADEMIC QUALIFICATION

I completed BE Mechanical Engineering in Jeppiaar Engineering College, Chennai in the year 2020.

## PERSONAL DETAILS

* + Father’s name: N. MOHAN
	+ Gender: Male
	+ Date of Birth: June 23, 1998
	+ Languages Known: Tamil, English.
	+ Hobbies: Playing sports
	+ Address: Flat 22, Ashok apartments, Union Park opposite Petit girls high school, Mumbai Khar west- 400050.