**Sumatha Nath Bose**

+971565065535 │ Sumatha\_dear@yahoo.co.in │ linkedin.com/in/sumatha-bose-25949058

**MANAGER–PROCUREMENT - ASSURANCE WITH AGENCY RELATIONSHIP, SOURCING,ONBOARDING, VESSEL OPERATIONS & DISBURSEMENT ACCOUNTS MANAGEMENT**

**Certified professional in Shipping and Freight Forwarding (CILTSF)** **▪ Lean Six Sigma Green and Black Belt Certification**

**International Exposure – UAE & India**

**Innovative and driven shipping professional with 19+ years of broad industry experience** across vessel operations, vendor management and compliance assurance, business analytics and disbursement accounts management. With a forward-looking outlook, always at the ready to drive improvement across people, processes and systems. Across all roles, brought a solid work ethic and thoroughness in all activities.

* **Industry Expertise**. Achieved millions of dollars in savings for clients by leveraging extensive knowledge of global ports and scales of rates with rebates and discounts mechanism as well as Worldscale in crude and product cargoes. Served as trusted advisor to clients on optimal time bar management to effectively mitigate financial exposure and risk. Negotiation with suppliers to achieve costs benefits.
* **Vessel Operations**. Managed operations of bulk vessels – iron ore, coal, met coke as well as tanker vessels – crude, product, LPG, chemical at the Port of Haldia. Oversaw yard operations and heavy machinery for iron ore cargo movement.
* **Vendor Management and Compliance**. Sourcing, screening, qualification assessment and on boarding of various vendors in business with compliance assurance.
* **Continuous Improvement**. Fostered culture of excellence via design and implementation of new processes and systems that increased performance, financial savings and customer satisfaction. Developed new ways of working, challenged the status quo and demonstrated successful application of new methodologies.
* **Stakeholder Management**. Engaged with variety of stakeholders – owners and charterers, fostering partnership and alignment to create consistency and maximise productivity, operating efficiencies and performance results. Consistently communicated with stakeholders on status and resolution of operational and business-related issues.
* **Team Management**. Attracted, developed and retained top talent in a culture of ownership and collaboration. Inspire, influence and empower team members to exceed expectations. Empower teams to develop impactful strategies and action plans to drive results.

**Areas of Expertise**

Port Cost & Business Analytics | Vendor Procurement/Onboarding & Compliance assurance |Price Negotiation | Vessels’ Port Operation | Disbursement Accounts Management | Cost Optimisation & Control |

Energy Efficiency | Port Documentation

KPI Achievement | Process Gap Analysis & Improvement | System Implementation | Compliance Verification

Port Agency Audit Programs | Time Bar Management | Agent & Supplier Management | Customer Onboarding

Customer Relationship Management Solution Development | Team Management

Liquid, Break and Dry Bulk Vessels Cargo Operation **▪** Crude oil, Products, LPG, LNG, Chemical | Bulk Cargo Operation **▪** Iron Ore, Coking Coal, Met Coke, Sugar, Coal Tar | Offshore SIESMIC Business | Heavy Equipment Logistics

**Career History**

**GAC HUB SERVICES DWC LLC**

*Freight transportation arrangement company, pioneering the global hub agency concept for end-to-end port call management process.*

**Procurement Manager Dubai, UAE | Oct 2022 to present**

Commitment towards deliverables of value adds to current and prospective clients and stake holders in whole supply chain value stream. Exploring new costs avoidance and potential costs/cash flow savings as benefits to clients and enhancing business selling tool. Various and continuous projects handling to showcase HUB model as unique and complete package. Procurement and Compliance assurance of new and existing vendors.

* **Global Cost benefits:** Exploration of global costs benefits to add values to clients**.** Identifying influenceable and non-influenceable costs over global pots. Detailed knowledge of various rebates/discounts available globally.
* **Vendor procurement and assurance** – Vetting, due diligence/ KYC, compliance screening as part of Vendor procurement and thereby providing continuous assurance to clients.
* **KPI analysis** – Monthly and Quarterly KPI performance analysis and remedial projects for local port agents (scorecard model)
* **Port Turnaround Time** – Analysis port turnaround time of vessels related to cargo and non-cargo activities to provide insights to clients for improvements.
* **Towage and Launch boat reduction** – Analysis on any opportunity related to reduction in usage of tug and launch boats in port call operation.
* **Sustainability Support** – Gathering information from various suppliers on alternative fuels and plans aiming zero carbon emission in shipping industry.

**Disbursement Accounts (DA) Manager Dubai, UAE | Jun 2019 to Sept 2022**

Establish direction and guide delivery of world class DA management service, maximising compliance, and cost efficiency to meet customer goals and requirements. Direct teams’ preparation of DAs as per contracted rates, pro-forma, baseline template and close estimate, ensuring achievement of set KPIs. Review accuracy of port tariffs and PDA based on Worldscale. Conduct client and port agency audits and deliver periodic client reports. Engage with customer accounting teams, performing agents and internal offices. Contribute to new contract preparation and finalization. Shape global port wise discount/rebate structure and vendors’ rebate management.

* **Captured US$ 1.9M in costs correction savings (2021 to 2022)** resulting in considerable cash flow savings for ship owners for port calls.
* **Increased contract retention through client satisfaction and appreciation** by fostering a customer-centric mindset which puts client interests at the forefront of all activities.
* **Reduced backlog, slashed lead time turnover days and met KPIs** via an office backlog project which overhauled the entire disbursement workflow. **Successfully established a paperless environment** through digitalisation initiative.
* **Delivered expertise to clients on integration of systems such as IMOS, VESLINK and DATALOY** for tankers or bulkers.
* **Contributed to system advancement, integration and development initiatives.** Represented the whole production unit in system use and related functionality and reports. Improvised analytical data and reports. Integrated lessons learned through root cause analysis (RCA) and controls implementation.
* **Developed customer wise specific instruction (CSI) as centralised tool for disbursement validation** of tanker, bulk and husbandry clients.
* **Crafted Worldscale master** to link with the production system.

**Gulf Agency Company**

*Global shipping & logistics company offering complete logistics, freight forwarding and marine services to global clients.*

**Assistant Manager, Disbursement Accounts Department Dubai, UAE | May 2010 to May 2019**

Directed 17-member team of DA Analysts in the processing of port disbursements including vetting, costs analysis as well as checks on Worldscale, CP terms, compliance and contractual terms. Ensure quick turnaround, high-quality work and posted DA’s as per company and principal requirements to meet established company, stakeholders and clients’ KPIs. Performed port agency audits on clients’ behalf. Delivered specialised services for LNG customer, seismic clients as well as Navy calls. Supported P&L management with monthly income analysis and reporting. Led system integration initiatives between clients and Hub agency.

* **Integrated use of cost correction tools and rebate mechanisms** and skilfully led negotiations to enhance cost saving processes and deliver added value to customers.
* **Oversaw successful delivery of DA Management services for an LNG client contract** for 5 years.
* **Managed Offshore and Siesmic projects relative to port call operation**, DA management and accounts finalisation.
* **Reduced backlog via targeted production increase** with aged and non-aged Final DAs based on country and sector specifics and by optimising resource allocation.

**DA Desk, Hamriyah Free Zone**

*24 sq km free zone in the city of Sharjah, UAE.*

**Senior Executive ▪ Operation Analyst, DA Desk Sharjah, UAE | Mar 2008 to Mar 2010**

Analysed, validated and handled proforma and final disbursements for tanker and bulk principals with in-depth review of their respective global port tariffs/rates, costs compliance, Worldscale and agreements. Ensured achievement of established SLAs with clients. Complied with customers’ accounting requirements. Contributed to periodic PDA validation or port calls’ funding approval. Negotiated with stakeholders for any disputes or discrepancies and gathered all required evidence for amicable resolution. Kept leadership advised on any performance related issues and recommended improvement activities.

* **Developed a specialised screening tool for STOLT Tankers and Short Sea carriers.**

**Other Experience**

**GAC Shipping (India) Pvt Ltd |** Assistant Shipping | India | Sep 2006 to Mar 2008

**Five Star Logistics Pvt. Ltd.** | Supervisor | Logistics Manager | Feb 2004 to Aug 2006

**Professional Development & Education**

**Lean Six Sigma and Black Belt Certification** **▪** American Certification Institute

**Certificate in Shipping and Freight Forwarding ▪** Chartered institute of Logistics and Transport (CILT) UK | **Master Strategic Mindset & Organizational Leadership ▪** CILT UK | **Tanker Trade and Worldscale** **▪** Institute of Chartered Ship Brokers (ICS)

**QHSE (IMS) Internal & External Auditor Training ▪** Bureau Veritas | **Dry Bulk Chartering ▪** **Profitable Customer Relationship** **▪ Team Leadership ▪** GAC Corporate Academy | **Financial Accounting** **▪** CMC

**B. Com (Hons), Accounting & Finance** | Calcutta University | India | 2002

**Miscellaneous Information**

***Languages*: English & Hindi** – Full Professional │ **Bengali** – Native

***Technical Skills***: MS Office Suite, Minitab, Adobe Photoshop & Illustrator, Tally