

Rushikesh Kute

rkute007@gmail.com • +971 525369507 • Abu Dhabi, U.A.E • 04 Dec 1998 • Single

linkedin.com/in/rushikesh-kute-b20809215

PROFESSIONAL SUMMARY

Supply chain management professional with over 4.5 years of experience in Multinational Corporations and manufacturing, specializing in managing quotation sales materials and optimizing inventory and logistics for improved operational efficiency.

SKILLS

Skilled in Inventory Management, Logistics Coordination, and Tally ERP 9 Prime, I maintain accurate stock levels, ensure timely deliveries, and manage records efficiently. Proficient in Excel for data analysis and forecasting, with strong communication.

PROFESSIONAL EXPERIENCE

Santoo Sealing Technology

Supply chain

May 2024 – Present

Abu Dhabi, U.A.E

- **Warehouse & Distribution Management** - Managed warehouse operations and distribution to ensure efficient logistics and on-time delivery.
- **Inventory Management** - Optimized inventory levels, reducing excess stock
- **On Time Delivery** - Coordinated transportation logistics for inbound and outbound shipments
- **Monthly Sales Reporting** - Prepared and analyzed Weekly sales reports share with director.
- **Reverse Logistics**: Implemented reverse logistics processes to handle returns and reduce losses.
- **Vendor Management**: Cultivated strong relationships with vendors to ensure quality and reliability of supplies.
- **Quotation Preparation**: Developed accurate quotations for clients.
- **Tally ERP 9 Prime**: Utilized Tally ERP 9 Prime for inventory management.
- **Production Management**: Collaborated in production management to align inventory with manufacturing schedules.
- **Procurement**: Managed procurement processes to meet the necessary supply.

SS&C Technologies

Senior Associate

Jan 2023 – Jul 2023

Mumbai, India

- **Client Onboarding**: Onboard clients with proper guidance.
- **CGT Reporting**: Prepare accurate Capital Gains Tax (CGT) reports, ensuring tax compliance and efficiency.
- **Wealth Management**: Offer comprehensive wealth management services, including customized strategies and investment recommendations.
- **Portfolio Management**: Monitor and manage client portfolios.
- **Risk Assessment**: Assess client risk profiles and recommend strategies to mitigate risks.

- **Regulatory Compliance:** Ensure adherence to regulatory standards in all financial practices.
- **Performance Reporting:** Generate and present performance reports, highlighting portfolio progress.

AtoS|Syntel

Associate

Apr 2020 – Oct 2022

Mumbai, India

- **Withdrawal Processing:** Processed precise withdrawals while ensuring regulatory compliance.
- **Pension Client Assistance:** Assisted pension clients by calculating and disbursing benefits promptly.
- **Transfer Management:** Managed transfer requests, updates, and required documentation efficiently.
- **Retirement Advice:** Advised clients on retirement benefits and investment strategies.
- **KYC and AML Compliance:** Enforced Know Your Customer (KYC) and Anti-Money Laundering (AML) compliance measures.
- **Client Relationship Building:** Built strong client relationships through exceptional service and support.

Amazon

Supply Chain

Mar 2019 – Mar 2020

Mumbai, India

- **Warehouse Operations:** Managed inward and outward deliveries in the warehouse, ensuring accurate inventory tracking and efficient processing.
- **Customer Returns Management:** managing customer returns, ensuring efficient handling, accurate documentation.
- **Product Exchange Management:** Facilitated the process of product exchanges, ensuring seamless transactions, accurate documentation.
- **Weekly Stock Reporting:** weekly stock reports to monitor inventory levels, identify discrepancies, and support inventory management decisions.
- **Truck Docking Management:** truck management during docking operations, ensuring efficient loading and unloading processes while coordinating with warehouse staff for timely dispatch.

EDUCATION

Welingkar Institute of Management Development and Research

Post Graduate Diploma in Logistics and Supply Chain Management

2023 – present

Mumbai, India

Tech Mahindra Foundation

Diploma in Accounting and Finance

2020

Mumbai, India

Bachelor of Commerce

Mumbai University

2019

Mumbai, India