Meera Shami

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An MSc Logistics and Supply Chain Management graduate, achieving distinction, and awarded best student of the year 2021. Experienced in supply chain management, logistics, inventory control, imports and exports, with exceptional leadership, problem solving and communication skills. Currently seeking a role as Global Logistics Specialist.

Education

University of Portsmouth **MSc. Logistics and Supply Chain (Distinction)** **Portsmouth, UK, Jan 2021**

Modules have included:

- **Strategic Logistics**: Formulating transportation problems and route planning, warehouse management, reverse logistics, trans-shipment models, assignment models, analytical hierarchy process and Goal Programming. Group project on warehouse automation based on the industrial visit to Sainsbury's.
- **Supply Chain Management**: chosen to do research and present on the topic of forecasting. Learnt Concepts of Inventory management, forecasting, Demand planning, game theory and automotive concepts.
- **Operations Management**: Strong experience with Solver Software. Acquired knowledge on Rota planning and Facility location, production planning. In-depth understanding of process selection technology, production process and workforce management.
- **Logistics Modelling**: Developed thorough understanding of Evolver and Simulation software, with the main object of minimising cost and maximising companies' profits and assessed by a course work in which secured 83 marks out of 100.
- **SAP Software**: Based on a substantial interest, the university provided an opportunity to learn SAP (S/4HANA).
- **SQL**: Learned SQL based on personal interest.

Alliance University **MBA in Finance (74.5%)** **Bangalore, India, June 2017**

Performance analysis of listed companies shares within Indian Stock Market: Dissertation reported analysis of returns on selected stocks, importance of Risk-Return Analysis and of calculating a portfolio.

Relevant experience

Fresh Produce Ltd. **Industrial Project** **Isle of Wight, UK, Mar 2021**

- University project to build an optimisation model for routing vehicles to service customers and minimise total expected cost - Received distinction.
- Based on academic performance and strong software skills in logistics and supply chain, was appointed to ‘vehicle routing problem’ project manager, strengthening leadership, collaboration and effective communication.
- Analysed vehicles required and built mathematical models to experiment with software in recommending the number of employees to hire.
- Project led to maximising company profits by 20%.

Barfoot Farms **Production Assistant** **Chichester, UK, July 2020**

- Collaborated with Supervisor to oversee daily business operations, including processing, sorting, and packing food.
- Accuracy and attention to detail ensured quality and output remained in line with compliance standards.

Tesco **Online Assistant** **Farlington, UK, Nov 2020 to Apr 2021**

- Assigned with picking customers' online orders ready for collection/delivery, requiring attention to detail and accuracy, selecting suitable alternatives as necessary.
- Working efficiently in a busy team environment to meet deadlines and fulfil orders.
- Friendly and approachable manner and effective communication provided excellent customer service on the shop floor, supporting customers to find products.

Co-operative Group **Customer services & Inventory management** **Portsmouth, UK Jan 2020 to June 2020**

- Ability to multi-task was essential to coordinating stock items and availability.
- Maintained an accurate inventory database to include detail on available stock ensuring consistent availability.
- Facilitated customers in understanding products and enhanced communication through listening and answering queries.

Arwen Products India **Supply Chain Management (Commercials)** **Bangalore, India, Aug 2018 to Oct 2019**

- Managed all aspects of end to end functioning of Imports and Exports from planning of material to delivery.
- Analysis of carry forwarding costs, acting in advance to reduce where possible.
- Knowledgeable in custom clearance workflow.
- Established demand and planning for domestic, sourced and traded products for manufacturing.
- Critical thinking considered market demand and forecast, resulting in procurement planning and inventory control.
- Analysed sales trend for Coated abrasives and Auto after import products.
- Identified process bottlenecks and implemented timely solutions.
- Exceptional adaptability and collaboration working across different time zones and countries.

Arwen Products India **Trainee – Export and Import (EXIM) Division** **Bangalore, India, Oct 2017 to Aug 2018**

- Coordinated Import and Export documentation through data processing and in-house monitoring systems.
- Consulted with finance, sales, and manufacturing teams to manage end-to-end process of incoming materials.

GM India Pvt Ltd **Intern** **Bangalore, India, Mar 2017 to June 2017**

- Developed understanding of how a company controls money flow and purchases with ERP software.
- Conducted survey-based customer satisfaction, learning EXIM functioning documentation, Customs clearances, Money flow, SWOT analysis.

Additional information

- Completed 'The Graduate Students Professional Development Programme', University of Portsmouth. Consisted of micro-teaching, group collaboration and professional development workshops.
- Welcome Ambassador for the University of Portsmouth. Communicated with prospective students and parents, developing and demonstrating a passion for building relationships.
- Languages - English, Kannada, Telugu, Hindi and (German).

References Available on Request