

CURRICULUM VITAE

Personal Details:

Name: Jagadesh Sagadevan
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Email: sjagadesh26@yahoo.com
Address: Coimbatore, Tamil Nadu, India
Nationality: Indian
Languages Known: English, Tamil, Malayalam & Hindi.

Professional Summary:

An experienced and enthusiastic person having overall **9 years** of strong work history. A dedicated and detail-oriented Warehouse In-Charge cum Material Coordinator with over **5 years of Gulf experience** in warehouse operations, inventory management, logistics coordination, and team supervision. Proven ability to implement effective inventory systems, streamline operations, and ensure timely material dispatch and delivery. Strong leadership and organizational skills, with a focus on accuracy, safety, and cost efficiency.

Core Competencies:

- Warehouse Management
 - Inventory Control
 - Material Handling
 - Logistics & Supply Chain
 - Team Supervision & Training
 - SAP / Oracle Fusion
 - Procurement Coordination
 - Stock Reconciliation
 - Forklift Operation & Safety Compliance
 - Reporting & Documentation
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Professional Experience:

Warehouse In-Charge / Material Coordinator
Rawabi Vallianz Offshore services – Dammam, Saudi Arabia
Jan 2023 – Present

- Oversaw inbound and outbound operations, managing goods receiving, inspection, and storage.
- Monitor and maintain stock levels, ensuring accurate inventory records using Oracle Fusion Cloud Application.
- Prepared and maintained material reports and updated stock registers.
- Implemented **FIFO/LIFO** techniques to manage self-life and reduce obsolescence.
- Coordinate with procurement teams for the timely supply of materials.
- Coordinated with vendors and transporters for timely delivery of materials.

- Supervise a team of 12 warehouse staff and drivers, delegating tasks and ensuring productivity.
- Ensure observance of safety and hygiene standards within the warehouse.
- Plan and execute periodic stock audits and cycle counts.
- Handle logistics operations, including dispatch scheduling and tracking deliveries.

Material Coordinator Offshore Rig
Saudi Aramco Drilling & Workover Div – Saudi Arabia
Mar 2020 – Nov 2022

- Coordinate all aspects of offshore material and logistics support for drilling operations, ensure accurate and timely dispatch of rig materials.
- Liaise with vendors and suppliers to ensure timely dispatch of critical materials, tools, and chemicals as per project timelines.
- Prepare cargo manifests, lifting certificates, MSDS sheets, and Material Transfer Notes (MTNs) for all offshore-bound materials.
- Coordinate with marine teams for backload planning, excess stock return.
- Monitor critical spares, drilling materials, and chemicals inventory on the rig using SAP systems.
- Ensure all materials are properly packed, labeled, and compliant with offshore safety standards.
- Conduct daily inventory checks and prepare consumption reports of drilling and maintenance equipment.
- Manage helicopter bookings for crew change, ensuring POB (Personnel on Board) accuracy and coordination with heli-deck and flight operations.

Admin Assistant: Dumanis Life Sciences Pvt Ltd
Jun 2018 to Aug 2019

Admin/Customer service coordinator: Force Auto Solutions
May 2015 to Mar 2018

Education:

- B. Tech (Information Technology) Institute of Road and Transport Technology, Erode. (2013).
 - Diploma (Information Technology) Sri Ramakrishna Mission Vidyalaya Polytechnic College, Coimbatore (2010).
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Technical Skills:

- ERP Systems (SAP, IFS & Oracle Fusion)
- Microsoft Office Suite (Excel, Word, Outlook)
- Barcode Scanning Tools & Handheld Devices.