

KRISHNENDU K U

Open to Admin | Front Office | Customer Service |
Inventory & supply chain management Roles

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📄 Visit Visa 🚩 Indian



Detail-oriented and proactive professional with over 3 years of experience in **administration, inventory management, and supply chain operations** in a hospital environment. Skilled in stock control, GRN preparation, demand forecasting, and collaborating across functions to enhance healthcare supply chains. Adept at streamlining processes to reduce costs, prevent stock-outs, and boost operational efficiency. Currently enhancing expertise by pursuing an **MBA in Logistics & Supply Chain Management**.

📁 Professional Experience

Store Assistant,

01/2021 – 06/2025 | Kochi, India

VPS Lakeshore Hospital and Research Centre

- Managed end-to-end inventory processes, including receiving, storing, and issuing medical/general supplies.
- Prepared and maintained **accurate GRNs**, ensuring compliance with hospital standards.
- Delivered supplies to departments on time based on requisitions and ensured timely deliveries.
- Conducted **stock audits**, resolved discrepancies, and maintained optimal stock levels to prevent shortages.
- Issued gate passes (returnable/non-returnable) and tracked returns for accountability.
- Collaborated with healthcare teams to align supply chain operations with patient care needs.

🔗 Key Achievements

- Reduced **stock-outs by 30%** by implementing demand forecasting and safety stock strategies.
- Improved cost efficiency by applying **ABC Analysis** for inventory prioritization.
- Cut **item rejection rates by 25%** through rigorous pre-GRN quality checks.
- Co-developed a **supply chain optimization plan**, saving costs and improving service delivery.

🎓 Education

MBA in Logistics & Supply Chain Management,

01/2024 – Present

Vignan University, Andhra

Bachelor of Arts in Economics, University of Calicut

2017 – 2019 | Kerala, India

🧠 Skills

Inventory & Stock Control | Supply Chain & Logistics Management |
Goods Receipt Note (GRN) & Documentation | ABC Analysis & Reorder Level Optimization |
Procurement & Vendor Coordination | Data Management (MS Excel, Word) |
Administrative Support | Cross-Department Collaboration |
Problem-Solving & Process Improvement | Documentation & Data Analysis

🌐 Languages

English ●●●●● Malayalam ●●●●●

Hindi ●●●●●