

# Tejas Taneja

## Personal details

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## Profile

Results-driven Supply Chain Coordinator with 6 years of experience optimising operations to improve efficiency and reduce costs. Proficient in strategic planning, team leadership, and process improvement to drive organisational success. Adept at coordinating and managing complex supply chain processes, fostering strong vendor relationships, and implementing innovative solutions.

## Areas of expertise

Supply Chain Management, Accounting, Data Analysis, Negotiation, Strategic Planning, Inventory Control, Vendor Management, Logistics and Distribution, Risk Management, Budget Management,

## Work experience

### **Supply Chain Solutions, DHL Supply Chain UK & Ireland, Manchester, UK, 2020-Present**

Utilise data-driven insights for accurate demand forecasting, manage inventory levels efficiently and meet customer needs while minimising costs and waste. Build and maintain strong relationships with suppliers, negotiate contracts, and secure favourable terms to guarantee a stable supply chain.

- Led logistics and distribution strategies, streamlining transportation processes and reducing shipping lead times by 20%
- Implemented cost-saving initiatives, resulting in a 12% reduction in overall supply chain operating costs.
- Enhanced demand forecasting accuracy by 18%, minimising stockouts and overstock situations.

### **Supply Chain Assistant, XPO Logistics, Manchester, UK, 2017-2020**

Managed order processing, ensuring accurate and timely order fulfilment to meet customer requirements. Collaborated with sales and operations teams to align supply chain operations with organisational goals. Analysed supply chain data to identify trends and areas for improvement, assisting in decision-making processes.

- Improved order processing times by 15%, enhancing customer satisfaction and reducing lead times.
- Provided data-driven insights that led to better inventory management decisions and cost savings.
- Initiated Agile methodologies and weekly minutes to foster positive relationships and improve cross-team collaboration.

## Education

- Level 7 Supply Chain Management Course, Institute of Supply Chain Management, 2023
- Supply Chain Foundations, LinkedIn Learning, 2021
- Bachelor of Science in Supply Chain Management, University of Warwick, 2015