

LAKMAL WIDANAGE

Stores & Supply Chain Professional

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PROFESSIONAL SUMMARY

Stores and Supply Chain professional with 6+ years of experience in procurement, inventory management, and store operations. Currently working as a **Procurement Officer Cum Storekeeper** at ACME Printing & Packaging PLC and ACME Packaging Solutions Pvt. Ltd. (Subsidiaries of Lankem Group), with proven expertise in materials management and ERP systems (**SAP & Busy**).

PROFESSIONAL EXPERIENCE

Procurement Officer Cum Storekeeper (3 Years)

- 01** *ACME Printing & Packaging PLC And ACME Packaging Solutions Pvt Ltd (Subsidiaries of Lankem Group)*
May 2023 – Present

Responsible for strategic sourcing and procurement of **Machinery Parts Import (Air Freight & Courier), Hardware Products, Stationery, Packing Material, Consumable Material, Raw Materials and Import All Production Related Supplies for Flexible Packaging and Printing Operations (Sea Freight)**. Manage supplier relationships, negotiate contracts, and **utilize SAP system** for streamlined procurement processes

Managed day to day store operations including **GRN processing, PR Raising, Goods Issuance, BIN Maintenance, Periodic Stock Counting, and Maintaining Accurate Inventory Records** to ensure optimal stock levels.

Management Trainee (1 year)

- 02** *State Printing Corporation*
March 2022 – March 2023

Comprehensive training across **Procurement, Stores, Production, Costing, Maintenance, and Quality Control** divisions. Supported purchasing activities, cost analysis, and production planning while gaining exposure to industrial operations management.

Stores Clerk (3 Years)

- 03** *Government Printing Department*
January 2018 – January 2021

Completed specialized training in store operations through the General Clerk NVQ Level IV program. Maintained optimal stock levels and ensured accurate inventory records through **GRN Processing, PR Raising, Goods Issuance, BIN Card Maintenance, and Stock Counting** using **Busy ERP**.

EDUCATION & VOCATIONAL QUALIFICATIONS

National Diploma in Production Technology (English Medium)

- 01** *College of Technology Colombo 10*
2 Years (Completed)

Certificate courses in Purchasing Management (English Medium)

- 02 *Institute of Supply and Materials Management*
3 Months (1st Division Pass)

Certificate courses in Stores Management (Sinhala Medium)

- 03 *Institute of Supply and Materials Management*
3 Months (2nd Division Pass)

Professional Diploma in Shipping, Freight Forwarding & Clearing (English Medium)

- 04 *The Corporate Campus*
6 Months (Completed)

G.C.E A/L (2017) - Physical Science Stream

- 05 *Thurstan College Colombo 07*
Combined Maths - C, Chemistry -S, Physics -S General English -S

G.C.E O/L (2014) – (A7, B1, C1)

- 06 *Ananda Sastralaya Kotte*
Mathematics – A, Science – A, History – A, Commerce – A, Buddhist – A, Health – A, Sinhala – A, Music – B, English - C

General Clerk NVQ Level IV

- 07 *National Apprentice and Industrial Training Authority*
1 year (Completed)

Aluminium Fabricator NVQ III

- 08 *Vocational Training Centre Homagama*
6 Months (Completed)

CORE COMPETENCIES

Technical Skills

- SAP ERP (MM & FI Model)
- Procurement Process Management
- Busy ERP (MM Model)
- Stores Management

Language Skills

- Written English: Advanced
- Written Sinhala: Native
- Spoken English: Intermediate
- Spoken Sinhala: Native

Microsoft 365 Skills

- **Outlook:** Professional Email Communication
- **Word:** Styles, Mail Merge, Templates
- **Excel:** Pivot Tables, IF, VLOOKUP/XLOOKUP, INDEX-MATCH
- **PowerPoint:** Animations, Master Slides

REFERENCES

Hiran Madhusanka

Supply Chain Manager
ACME Printing & Packaging PLC
Contact: 076 356 8595

Adrian Boteju

Assistant Manager Sales
Print USA Pvt Ltd / Trade USA Pvt Ltd
Contact: 076 926 3146