

KITHMA THULHARI

Supply Chain Junior Executive | Procurement Executive | Warehouse/ Store Executive

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PROFILE

Detail-oriented Supply Chain & Procurement Intern with hands-on experience in aircraft spare parts sourcing, inventory tracking, vendor management, and logistics coordination. Proven track record in optimizing procurement workflows, minimizing material stockouts, and maintaining high data accuracy using statistical tools like SPSS. Academic high-achiever (GPA 3.93/4.0) holding CILT membership and Sri Lanka Customs CHA certification. Seeking roles as a Supply Chain Junior Executive, Procurement & Inventory Executive, or Warehouse Executive.

CORE COMPETENCIES

Technical & Hard Skills

- **Procurement & Sourcing:** Purchase Order (PO) Processing, Sourcing & Quotation Analysis, Supplier Evaluation, Vendor Relationship Management, Contract Compliance
- **Inventory & Warehouse Operations:** Stock Optimization, Reorder Point Planning, Demand Forecasting, Storage & Goods Distribution, Safety Stock Management, Data Entry & Documentation
- **Logistics & Customs:** Air Freight & Maritime Transport, Customs Clearance, Port Operations, Supply Chain Documentation, Route Planning, Regulatory Compliance
- **Analytical & Software Tools:** Statistical Data Analysis (SPSS), Data Analytics, MS Office (Advanced Excel, PowerPoint, Word), Computer Literacy, Project Management

Professional & Soft Skills

- Critical Thinking & Analytical Problem-Solving
- Leadership & Teamwork
- Effective Communication & Public Relations
- Time Management, Adaptability & Organizational Skills

WORK EXPERIENCE

Supply Chain & Procurement Intern - Flying Angel's Flight Academy

Jan 2026 – Present

- **Procurement Operations:** Coordinated end-to-end procurement and inventory workflows for high-value aircraft spare parts and ground support equipment, sustaining a **98%+ material availability rate** for scheduled flight maintenance
- **Sourcing & Cost Efficiency:** Executed sourcing routines, vendor quotation reviews, and Purchase Order (PO) processing, contributing to a **10-12% reduction** in component lead times
- **Inventory Control & Compliance:** Audited and updated daily inventory logs, shipment records, and customs clearance documents with **99% entry accuracy**, eliminating stockout delays and operational bottlenecks
- **Warehouse & Logistics Strategy:** Collaborated with warehouse and logistics crews to streamline spare parts storage procedures, expanding overall storage capacity utilization by **15%**

EDUCATION

- **Bachelor of Management (Honours) in Supply Chain Management | Current GPA: 3.93 / 4.00**
 - CINEC Campus, Malabe, Sri Lanka *Expected Completion: 2026*
 - Key Coursework: Supply Chain Planning, Transport & Port Operations, Production Management, Sustainable Supply Chains, Business Law, Demand Forecasting.
- **G.C.E. Advanced Level Examination** *2021*
 - Sujatha Vidyalaya, MataraGeneral English: A, Business Studies: B, Accounting: S, Economics: C
- **G.C.E. Ordinary Level Examination** *2016*
 - Sujatha Vidyalaya, Matara6 Distinction passes: English, Mathematics, ICT, Sinhala Language & Literature, Buddhism, Second Language (Tamil)
2 Very Good passes: Science, History
1 Credit pass: Appreciation of English Literary Text

PROFESSIONAL QUALIFICATIONS

- **Customs House Agents (CHA) Certificate** - Sri Lanka Customs
- **Diploma in Human Resource Management (Merit Pass)** - LPEC Campus (2023)
- **Diploma in English (Distinction Pass)** - ICBT Campus (2023–2024)

PROFESSIONAL MEMBERSHIPS & HONORS

- **Member** - Chartered Institute of Logistics and Transport (CILT)
- **Dean's List Awardee** - CINEC Campus (Recognized for consistent academic performance)
- **Environmental Pioneer President Medal** - Awarded a 1-week international scholarship to India for leadership and project execution
- **Active Member** - Youth Leadership in Climate Pathways (YLCP), Environmental Pioneer National Forum & Zero Plastic Community

LANGUAGES

English (Fluent) | Sinhala (Native) | Tamil (Basic)

REFERENCES

Mr. Sudattha Silva
Additional Director General of Customs Sri Lanka Customs
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Ms. Ashvini Panamaldeniya
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