



SIJO JOHN

WAREHOUSE MANAGER

Experienced Warehouse Manager with 14+ years in logistics and supply chain, seeking a challenging role. Proven expertise in sourcing suppliers, negotiating contracts, and optimizing operations with SAP, Oracle, and MS Office proficiency. Committed to safety, cost management, and business growth. Demonstrated success in aligning inventories, expanding market reach, and ensuring KPIs are met. Dedicated to seamless warehouse operations, offering strategic vision, leadership, and analytical skills.

WORK EXPERIENCE

Warehouse Manager

MONTANA GENERAL TRADING, DUBAI, UAE

Nov 2021 to Present

- **Supplier Management:** Oversee supplier sourcing, negotiations, and communication, ensuring high-performance standards in quality, delivery, and cost-effectiveness.
- **Strategic Supply Chain Management:** Develop and implement supply chain strategies to enhance efficiency and speed across MENA region locations.
- **Inventory Alignment:** Ensure synchronization between online and physical inventories, minimizing discrepancies and improving overall inventory management.
- **Risk Mitigation:** Review and enhance supply chain practices, actively identifying and minimizing potential risks.
- **Collaborative Problem-Solving:** Collaborate with cross-functional departments to identify vulnerabilities and address operational gaps, contributing to streamlined workflows.
- **Safety and Cost Focus:** Maintain a strong focus on safety, cost management, and business growth in all interactions and directives.
- **Market Expansion:** Expand company market reach to different areas in the MENA region, contributing to increased business opportunities.
- **Reporting and Analysis:** Prepare and submit regular reports to the CEO, highlighting key performance indicators (KPIs) and providing insights for strategic decision-making.
- **Warehouse Function Optimization:** Proactively monitor and ensure KPI achievement, optimizing warehouse functions for increased efficiency and operational excellence.
- **Employee Training and Development:** Implement training programs for warehouse staff, fostering skill development and ensuring a high-performing team.
- **Technology Integration:** Lead the integration of technology solutions, such as SAP and Oracle, to streamline warehouse operations and enhance overall efficiency.

Logistic Manager

Landline General Trading, Dubai, UAE

2020 to Nov 2021

- **Strategic Planning:** Led strategic planning for logistics, warehouse, transportation, and customer services, ensuring operational efficiency.
- **Order Cycle Management:** Directed and optimized the full order cycle, from planning routes to processing shipments, meeting cost and timing targets.
- **Supplier and Customer Relations:** Negotiated with suppliers, manufacturers, retailers, and consumers, fostering strong business relationships.
- **Quality Control and Efficiency:** Tracked quality, quantity, stock levels, and transport costs, optimizing efficiency across the supply chain.
- **Problem Resolution:** Resolved arising problems and complaints, showcasing effective conflict resolution skills.
- **Team Supervision and Training:** Supervised, coached, and trained warehouse workforce, ensuring high performance.
- **Performance Metrics Analysis:** Analyzed data to enhance logistics performance, maintaining key metrics.
- **Compliance and Policy Implementation:** Ensured compliance with laws, regulations, and ISO requirements, implementing supply chain performance systems.
- **Logistics Policies and Procedures:** Created logistics policies and procedures, contributing to standardized workflows.
- **Material Flow Management:** Implemented material flow management systems to meet production requirements.



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Sharjah, UAE



SKILLS

- Warehouse Management
- Supply Chain Optimization
- Logistics Operations
- Inventory Management
- Supplier Negotiation
- SAP Proficiency
- Oracle Proficiency
- MS Office (Word, Excel, PowerPoint)
- Safety Procedures
- Cost Management
- Business Growth Strategies
- Cross-functional Collaboration
- Strategic Planning
- Execution
- Problem-solving
- Data Analysis
- Team Management
- Adaptability
- Excellent Communication
- Detail-oriented



LANGUAGES

- English
- Hindi
- Malayalam
- Arabic



PERSONAL DETAILS

Nationality: Indian

D.O.B: 25/05/1985

Gender: Male

Marital Status: Married

Visa Status: Employment visa

- Carrier Management: Participated in carrier management processes, including selection and performance evaluation.

Warehouse Manager

Safarigroup of Companies

2010 to 2020

- Inventory Monitoring and Adjustments: Monitored inventory levels, conducted stock adjustments, and maintained safe levels.
- Agreement-Based Listing: Listed items per agreements, facilitating organized inventory management.
- Price Changes and Reporting: Provided daily price change lists, created routine reports for cost evaluation.
- Cycle Counts and Inventories: Conducted regular cycle counts, assisted in yearly physical inventories.
- Back Store Planogram Management: Managed receiving, dispatching, and maintained the Backstore Planogram.
- Workflow Optimization: Maintained procedures, expedited workflow through scheduling, and optimized services.
- Stock System Control: Created daily reports to control stock system, addressing discrepancies.
- Stock Reporting: Reported non-moving/near expiry stocks and overstock to relevant teams.
- Invoice and GRV Submission: Ensured timely submission of invoices and Goods Receipt Vouchers.



EDUCATION

Diploma in Production Management

Kerala Boards, 2004

Vocational Higher Study - Computer Application

Kerala Boards, 2003

SSLC

Kerala Boards, 2000



UAE DRIVING LICENSE

Manual

Date of Issue: 30/01/2023

Date of Expiry: 29/01/2025



PASSPORT DETAILS

Passport No: N2784638

Place of Issue: Doha, Qatar

Date of Issue: 18/01/2016

Date of Expiry: 17/01/2026