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WAREHOUSE MANAGEMENT | STORE MANAGEMENT | INVENTORY CONTROL | LOGISTICS MANAGEMENT

CAREER SUMMARY

A safety focused and performance driven warehouse management professional with over 16 years of experience in managing entire end to end warehousing activities, material controlling, logistics, space planning, import and export logistics, document controlling, strategy planning, effecting business process improvements and implementing cost rationalization measures to enhance operational efficiency. Effectively maintaining cross functional communication with all levels of management and staff, ascertaining cleanliness and safety measures. Build productive teams that work toward shared objectives. Experienced in working within the constraint of limited resources to effect change.



Professional Experience

**Nov 2023 – Till Date: Common Project Trading DMCC (CEZAN FZE)
As Warehouse Manager**

Nov 2018 – Oct 2023 Mohammed Omar Bin Haider Group L.L.C As Warehouse Manager

May 2017 - April 2018: Andy Mannhart Co. LLC As Warehouse Manager

**Feb 2015 - Feb 2017: Eastern Commercial Agencies LLC
As Warehouse Manager**

**July 2011 – Nov 2014: Transworld Logistics Group of Companies As
Warehouse Operations Executive**

Sept 2006 – May 2011: Retail Group Gulf LLC As Warehouse Assistant Manager

**Jul 2001 – Aug 2006: M. H. Alshaya Co. LLC
As Warehouse Supervisor**

Professional Snapshot

- Deft in managing logistics relating to import/export to honor scheduled commitments and implementing appropriate inventory controls to maintain logical operational levels avoiding to build up of slow moving stock.
- Skilled in formulating & implementing strategies for a systematic warehouse management & logistic function; prompt in dealing with transporters & striking the most cost-efficient deal for a timely & safe dispatch.
- Proficient in developing & implementing standard operating procedures, leading and mentoring, cross-functional teams in order to maximize levels of productivity to achieve performance objectives.
- Key competencies in establishing procedures for effective management of distribution operations with outstanding ability to provide total supply chain solutions to ensure cost effective and smooth flow of materials.
- Hands on experience in recommending adequate arrangements of different Merchandise Category stocks are made in the Warehouse in order to access stocks easily by managing manpower effectively.

Key Contributions

- Made a vital contribution in making the process 20% less cumbersome to handle than before by reorganizing the warehouse inventory system.

- Reduced the requirements of acquiring more space for incoming products by introducing a new space saving technique.
- Successfully devised a method of automatically creating shipment paperwork, by connecting the database to the order picking system.
- Delivered significant reductions in the overall incidents by facilitating training to the warehouse staff in the effective handling of materials and integrating best practices.
- Increased warehouse safety by recommending implementation of safe material removal system (for hazardous materials).
- Instrumental in managing total 20 warehouse staff's along with the total warehouse area 2,500 square Meter at Eastern Commercial Agencies LLC and 68 warehouse staff's with a warehouse area 115,000 square feet at Retail Group Gulf LLC.

Domain Skills

- Responsible for managing warehouse operations, including overseeing material inventories, warehouse receiving, and logistic strategies, documentation, labor management, transportation and preparing daily reports on inventory.
- Accountable for material handling, store management, material inspection, receiving, storekeeping, and issuing of materials and maintain security of warehouse, material coordination and its systematic documentation for the company.
- Recording all stock movement & deliveries in the database, preparing regular reports along with managing staff members, leading staff evaluations and organizing various training sessions.
- Maintaining safe work environment by establishing, following, and enforcing standards and procedures complying with standard statutory regulations. Securing warehouse property by developing protection and access policies.
- Coordinating and ensuring timely supplies of material as per the schedules received from the customers along with the response to other queries arising from the customers in daily routine work.
- Deftly planning & arranging import containers from port depending upon its expiry date, urgency etc., and reviewing new store layouts in order to take corrective action for any extra allocation or reduction of selling space.
- Advising warehouse & stores of new line allocations which will increase operational volumes allowing them to take necessary changes to cope with the levels.
- Ensuring adherence to Standard Operating Procedures (SOPs) and statutory norms on Warehouse operation and overall cleanliness, orderliness and safety of the warehouse & staffs.
- Ensuring DATA accuracy in WMS - (APOLLO), coordinating and participating in inventory and storage functions in the warehouse; conduct monthly, quarterly and yearly stock check to ensure minimum discrepancies
- Targeting 99.6% accuracy in inventory by avoiding wrong deliveries (short/excess) whilst ensuring and achieving minimum errors and damages.
- Maintaining seamless liaison with the Shipping Department for the release of Consignments from Dubai Customs & preparing the paper works for deliveries.

Education

- Pre-degree Course in Air Condition & Refrigeration – Kohinoor Technical Institute, India.
- Sheet Metal Fabricator Course (N.C.V.T) – H.H. Saboo Siddik Polytechnic Institute, India.
- SSC – Secondary Education Examination Board of Karnataka.

Personal Details

Date of birth: 7th Jul 1975 | **Nationality:** Indian

Languages: English, Hindi, Kannada and Tulu

Driving License: Valid UAE

Visa Status: Employment Visa



Please scan to capture contact details