

# CONTACT

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## SKILLS

- I-Store E-Commerce Software
- Systems, Applications & Products in Data Processing
- MS Office Word, Excel & PowerPoint
- Management Skills
- Leadership
- Time Management
- Adaptability
- Communication

# **PERSONAL DETAILS**

Date of Birth: 04 December 1983 Nationality: Indian Marital Status: Married Gender: Male

## LANGUAGES

**English** Advanced

## Malayalam

Native

**Hindi** Fluent

**Tamil** Intermediate

# Deepak Sasidharan

# **PROFESSIONAL SUMMARY**

As a seasoned Warehouse Manager with an MBA, well versed in utilizing top-tier software solutions like I-Store and SAP Suite to streamline operations. Proficiency extends to strong leadership abilities, clear communication, and adept problem-solving skills. Enthusiastic about leveraging expertise and collaborative tea spirit to excel in a dynamic new role.

# **WORK HISTORY**

Warehouse Manager BRIDGEWAY TRADING LLC - Abu Dhabi, UAE 11/2021 - Current

- Spearheaded a team of 22, driving efficiency in shipping, receiving, and inventory management.
- Launched daily shipment tracking reports to boost accountability and enhance operational transparency.
- Managed over 40-60 customer calls per day.
- Championed team development through proactive supervision, mentorship, and swift issue resolution.
- Optimized task prioritization and workflow management to elevate productivity levels. Achieved impressive 99.7% accuracy in order processing and punctual delivery, upholding operational excellence.
- Implemented meticulous record-keeping protocols for accurate material tracking and inventory management. Managed precise staging and timely dispatch of finished goods, satisfying rigorous customer demands.
- Launched daily shipment reports for better operational oversight.
- Tracked storage levels and controlled stock to meet supplier requirements and fulfill contract terms.
- Trained new staff on job duties, company policies, and safety procedures to facilitate rapid onboarding in times of peak demand.
- Improved warehouse layout to maximize storage space.

SUPRABHATAM (IRCTC approved) - CALICUT, INDIA

## WAREHOUSE IN CHARGE

04/2020 - 09/2021

- Optimized warehouse operations for peak efficiency, prioritizing customer satisfaction. Directed and enhanced staff performance through effective supervision, organization, and training.
- Conducted regular inspections of equipment and machinery, managing necessary maintenance. Coordinated logistics and maintained communication with drivers for timely deliveries.
- Upheld stringent safety standards to ensure a secure and healthy workplace.
- Expertly managed inventory levels, optimizing stock availability and streamlining order processes.
- Interpreted market dynamics to steer strategic planning and decisionmaking. Led team operations, encompassing hiring, performance reviews, and professional growth initiatives.
- Resolved customer concerns, maintaining superior satisfaction rates.

- Orchestrated promotional campaigns, increasing sales volume and brand visibility.
- Performed comprehensive competitor analysis to maintain a competitive edge in the market.

#### **Fitness Instructor**

Fitness Style Gym - Dubai, UAE

- Explained exercises clearly to help clients move safely with maximum effort and results.
- Adjusted client's fitness techniques, emphasizing proper form to minimize potential injuries.
- Built positive relationships with clients to encourage continued class attendance.
- Provided new-member inductions, providing welcoming facilities tours, advice on fitness timetables, and overall customer support.
- Coordinated groups to comply with a set schedule of times and locations.
- Created a safe environment for members by verifying the cleanliness of equipment, common areas, and service areas.
- Devised new programs and monitored client progress.
- Motivated and enthused participants to reach fitness goals through positive reinforcement.
- Guided clients on proper nutrition and exercise habits for optimum results.
- Planned fun exercise classes for varying ages, abilities, and fitness levels.

#### ASSISTANT MANAGER

08/2012 - 02/2015

02/2011 - 05/2012

SREE ABHIRAMI HOSPITAL PRIVATE LIMITED - COIMBATORE, INDIA

- Oversaw administrative staff to ensure optimal performance and efficiency.
- Managed comprehensive medical and employee records, maintaining high organizational standards.
- Communicated clear instructions for medications and treatments to patients, clients, and their families.
- Led Coordination of medical office supply and equipment procurement, ensuring seamless operations. Monitored expenses, proactively recommending cost-saving solutions.
- Kept records organized Guided on meds & treatments. Managed supply procurement.
- Handled high-volume calls to address customer inquiries and concerns.

#### WAREHOUSE IN CHARGE

**GDIT** - ARIFJAN, KUWAIT

- Maintained inventory record accuracy. Scheduled and oversaw warehouse team to meet demands of fulfillment centre.
- Managed daily operations and controlled logistics.
- Communicated and collaborated with other managers and supervisors.
- Prepared MIS reports.
- Responsible for staff scheduling, including work assignments, shift rotations, and overtime assignments.
- Maintained good customer relationships and positive working environment.
- Ensured inventory precision, Managed logistics & daily ops, and fostered teamwork & customer ties.

08/2008 - 04/2010

11/2015 - 08/2019

- Established operational and administrative procedures and enforced controls.
- Reported daily warehouse performance data and updated company logs.
- Tracked storage levels and controlled stock to meet supplier requirements and fulfill contract terms.
- Spearheaded contract negotiation to obtain terms for quality, cost, and delivery requirements.
- Managed handling of materials, including totes and boxes, with focus on safety and efficiency.
- Conducted meticulous matching of receipts with purchase orders to maintain system integrity.
- Maintained high levels of inventory record accuracy through diligent oversight.
- Implemented effective stock control measures and organization within Directed hub operations and led team supervision in alignment with organizational standards and protocols.

#### **GUEST SERVICE AGENT**

09/2007 - 02/2008

DECCAN AIRWAYS - BANGALORE, INDIA

DRE, INDIA

- Delivered exceptional check-in and ticketing services, ensuring seamless reservation and boarding pass process for passengers Expertly accommodated special needs passengers, effectively addressing and resolving guest concerns.
- Maintaineda comprehensive understanding of protocols for unaccompanied minors and law enforcement interactions.
- Accurately recorded ticket transactions and generated detailed sales reports.
- Vigilantly upheld company policies and airport regulations to ensure operational compliance.
- Executed additional responsibilities as needed to support high-quality guest experience.

### EDUCATION

MASTER OF BUSINESS MANAGEMENT: Marketing & HR, 2007 SN COLLEGE – COIMBATORE/INDIA

BACHELORS OF BUSINESS MANAGEMENT: Management, 2005 CMS COLLEGE OF SCIENCE AND COMMERCE – COIMBATORE/INDIA

HIGH SCHOOL: COMMERCE, 2002 KAVITHA MATRICULATION HIGHER SEC SCHOOL – CHENNAI

### **PERSONAL INFORMATION**

- Date of birth: 04/12/1983
- Gender: Male
- Nationality: Indian
- Marital Status: Married
- Passport Number: V8347532
- Passport Date Of Issue: 12/26/2021
- Passport Expiry Date: 12/25/2031

## **CUSTOM**

I hereby declare that the above-given information is true and correct to the best of my knowledge and belief.