

Deepak Prabha

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PROFILE

Analytical, highly adaptable Operation Supervisor with 5+ years of experience facing challenges enthusiastically to achieve consistent quality results. Improves processes to maximize productivity and streamline cross-functional collaboration.

KEY SKILLS AND CHARACTERISTICS

- MS Office (MS Word, MS Excel, MS PowerPoint)
- WMS
- IPTS
- Supply chain
- Always willing to shoulder responsibilities
- Excellent in inter-personal skills, ability to get along with others well and easily adapted to different work environment
- Professional Confident and self-motivated.
- Ability to plan, organize and reliably complete the works with minimal or no supervision
- Can work under pressure and meet deadlines
- Effective time management skills
- Flexibility and adaptability
- Organizational and problem-solving skills
- Resource Management and Team Leadership

AWARDS

Best Performance
Award Q2:20

WORK HISTORY

OPERATION SUPERVISOR

Noon.com - Dubai

(Jan 2022 - Jan 2023)

- Supervised team of 300+ employees providing daily direction to service both internal and external customers.
- Received and processed stock into inventory management system.
- Participated in continuous improvement by generating suggestions, engaging in problem solving activities to support teamwork. Improved operations through consistent hard work and dedication.
- Observe health and safety regulations; maintain warehouse in clean, safe and orderly condition. Created successful work schedules for each team member to maintain deadlines and fully staff shifts.
- Maintained clean and well-organized production areas to avoid violations or unnecessary work delays due to hazards or inefficient layouts.
- Ensure security of Warehouse environment and maintain access control, ensuring 5S housekeeping standards are maintained at all times
- Estimated expected changes in business operations and made proactive adjustments to employee schedules and inventory levels to address needs.
- Prepared shift summary reports for Managers and communicated regularly on goals and progress.
- Ensure that internal delivery processes are adhered to support dispatch time windows. Monitor and review operational methods to facilitate both qualitative and quantitative improvements within operation whilst ensuring continuous customer service.
- People Management
- Provided statistical and performance feedback and coaching, and administered performance reviews for skill improvement.
- Maintain training matrix and ensure employees are adequately trained and competent within their role to ensure operational flexibility.
- Coach team daily in order that common goal is focused upon and those business objectives are met consistently.
- Planning, managing and adjusting staffing levels to meet daily operational requirements within warehouse.
- Manage Manpower resource effectively to support customer delivery.
- Supervise warehouse team and manage day to day warehouse operations.
- Encouraged and promoted ideas aligned to business needs and benefits

OPERATION TEAM LEADER

Noon.com - Dubai (Jan 2020 - Dec 2021)

- Motivated and trained employees to maximize team productivity.
- Processed inbound and outbound shipments with high accuracy by directing associate teams and managing inventory processes. Developed and deepened relationships with customers, vendors and internal stakeholders.
- Continuously checked products for quality assurance according to strict guidelines. Trained new employees, instructing each in use of machinery, standard operating procedures and company policies.
- Distributed individual assignments to team members and monitored progress against production timetables.
- Kept work areas clean, organized and safe to promote efficiency and team safety. Prepared shift summary reports for supervisor and communicated regularly on goals and progress.
- Responded to and resolved customer questions and concerns.

PERSONAL PROFILE

DOB : 13/10/1992
Nationality : Indian
Known Languages : English, Hindi, Malayalam,Tamil

LANGUAGES

- ◆English,
- ◆Hindi
- ◆Malayalam,
- ◆Tamil

FLOOR LEAD

Noon.com - Dubai

(Aug 2019 To Jan 2020)

- Delegated tasks to employees to enhance productivity and workflow.
- Assisted customers with complaints, questions, and concerns.
- Managed communication between associates and management, addressing key issues and needs.
- Oversaw loading and unloading of packages in warehouse.
- Coordinated schedules for staff.
- Sped up completion of orders resulting in rapid delivery and increased customer satisfaction. Facilitated inter-departmental communication to effectively provide customer support. Responded proactively and positively to rapid change

CORE COLLEAGUE

Noon.com - Dubai

(Sep 2018 - Jul 2019)

- Picking and quantity check based on customer orders
- Keep clean working area
- Arrange packing materials in proper area

ORDINARY LABOR

Alfuthaim Groups - Dubai

(June 2015- Aug 2018)

- Sample preparation
- Help senior technicians

EDUCATION

COLLEGE OF COMMERCE , KANNUR UNIVERSITY (2013)

Bachelor Business Administration

CERTIFICATIONS

Person In Charge (PIC)-(BSS World Quality Consultants)
till - july 2025

BASIC FOOD HYGIENE(LEVEL 2) - BSS WORLD

DECLARATION

I solemnly declare that all the above furnished information is free from error to the best of my knowledge and belief.

Deepak Prabha
(Signature)