



JISHNU RAJ K R

Profile

An engaged and motivated business student with strong communication and self motivational skills. I have always been interested and enthusiastic about acquiring new information and skills that helps me to improve. The energy that drives me is drawn from the urge to improve myself. I will be committed to the work given with at most sincerity and commitment towards the company and client. My communications skills are eloquent in English, Malayalam and Tamil.

Employment History

Despatch Manager, VK Tiles, Mannarkkad, Palakkad, Kerala, India

Sep 2022-Dec 2023

- Coordinated with customers to ensure timely and accurate delivery goods
- Developed and implemented effective despatch policies and procedures
- Scheduled deliveries in accordance with customer requirements and route optimization.
- Developed and maintained relationships with key vendors and customers

Internship, ESS EMM Textiles, Sulur, Tamilnadu, India

14 Jun 2021-15 Jul 2021

- During the internship programme I found punctual hardworking and inquisitive
- Daily production planning, productivity tracking, and reporting utilizing the warehouse management system run weekly shipping reports

Project, Marutham Meat products, Navakarai, TamilNadu, India

(Sub: A STUDY ON MULTI MODAL TRANSPORTATION)

- To learn about materials management and physical distributions
- Discuss the important management activities

Education Qualification

- MBA (Sree Saraswati thyagaraja college, Pollachi, Tamilnadu,India)
Logistics and supply chain management (2020-2022)
- BA (Distance education)
English literature (2016-2019)
- PLUS TWO (GHSS Karimba, Palakkad, Kerala ,India)
Biology (2014-2016)
- SSLC (DBHSS Thachampara)
(2014)

Computer Qualification

- Diploma in computer Application
(programming with C&C++)
- MS word
- MS PowerPoint
- MS Excel
- Social media handling

DETAILS

Internet building
Flat 304
4b street
Al Karama, Dubai
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JOB RESPONSIBILITIES

Stocking
Labeling
Documentation
Team management
Team work
Procurement
Active listening
Project management
Supply chain management
Inventory management
Logistics operations
Transportation management
Project management
Data analyst
Price negotiation
Record keeping
Relations management
Vendor selections & management
Freight forwarding
Office management
Administrative assistance
Report writing

LANGUAGES

English
Hindi
Malayalam
Tami

Certifications

- Export import procedure & documentations (Sree Saraswati Thyagaraja college, Pollachi, Tamilnadu, India)
- Basic of sales order management in supply chain management(ION Digital hub)
- Basic of logistics,fleet management and warehouse(ION Digital hub)
- Basic of inventory management(ION Digital hub)
- Basic of customer services(ION Digital hub)
- Digital marketing training (DigisnareTechnologies Bangalore)
- Digital marketing foundation(Digisnare technologies Bangalore)
- Web design and development foundation (Digisnare technologies Bangalore)

Participation and workshop

- Shaping young mind program from all India management association
- Online quiz by Bangalore amrita college of arts and science
- E-cell quiz by Balamaurugan polytechnic college
- National level e quiz by St.claret college bangalore

Personal skills

Above average in English oral and written.

Fast learner and easy to adopt with new environment.

Accept the challenges and always eager to improve my abilities.

High motivation and self confidence.

Telephone manners and handling the customer complaint.

Hardworking and can handle responsibilities under pressure with positive attitude.

Declaration

I solemnly declare that all the information furnished in this documents is free of errors to the best of my knowledge.

PERSONAL INFORMATION

Date of Birth	22/06/1998
Gender	Male
Nationality	Indian
Marital Status	Single

Passport Details

Passport Number	T8872180
Issue Date	30/08/2019
Expiry Date	29/08/2029
Place of Issue	Cochin