

KATHIRVEL J

An M.Sc.IT., Graduate of overall 14+ Yrs of Experience in Supply Chain & Logistics WH Operations & other domains



Details

- ✉ jkathirvel57@gmail.com
- ☎ +91 - 9789332424
- 📅 September 05th, 1988
- ♂ Male
- Marital Status : Married

Technical Skills

- Logistics Management
- XD & Warehouse Operations
- Transportation & Distribution
- Network Expansion
- Fleet & 3PL Management
- Vendor Management
- Training & Development
- Customer Service Relation

Major Focus on Core Ops

- ❑ Fleet Management
- ❑ Cost Management
- ❑ Man Power Management
- ❑ Control on Attrition

Logistics Operations Manager

Experienced Logistics Operations Manager adept in all aspects of successful warehouse management. Bringing forth several years of industry experience and expertise in managing staff & all ecommerce functions.

Employment History

Assistant Manager – Operations

May 2024 – Present



WRITER
INFORMATION

Business Private Limited

- A major core Operations is working Secured Storage Space
- Maintaining the Client's Information in the Warehouses
- Managing more than 400 Client's and fulfilling their requirements
- Monitoring the Rack Management System inside the Warehouse
- Taking Control on Inventory & Loading Chart with leads to Operations
- Updating the Client requirements via O'Neil & Info Smart Software
- Controlling the Cost & maintaining the man power attrition and ensuring the customer excellence.

Assistant Manager – Transport

Apr 2023 – May 2024

FM>LOGISTIC India Private Limited (CATERPILLAR®)

- Working with Client-Caterpillar, Act as a Control Tower lead and handling an entire Transportations between Supplier to Facility through Carriers
- Our FM is a leading Carrier with supplying Large number of Trailers & Trucks to the clients as per requirements for shipment transportations
- Handling a Team of Control Towers with Transportation with Planners, Field Executives & Drivers
- Taking care of entire Client Metrics & achieving the targets by Optimizing the vehicles through software also by controlling the Cost
- Taking charge for preparing the MIS for Weekly, Monthly with all the Carriers for billing & Invoicing

Cluster Manager

July 2022 – Mar 2023

EULER Motors Private Limited (B2B & B2C)

- 3-Wheeler EV Vehicle (OEM) is expanded the Mobility in Chennai metro last year, and started the Operations in Chrompet branch
- Self will be SPOC responsible for Entire Fleet's & Vehicle Transportation
- Implemented Mobility Lastmile Delivery Operations with Team
- Focus on Vehicle Optimization with Clients & Validating the same
- Key Performance is to bring the Client Metrics & will conduct review meetings bi weekly and monthly.
- Working on P&L (Profit and Loss) and entire Cash Management.
- Focus on Loading/Unloading the Shipments without any shrinkage
- Handling the Customer Escalation with SCM Team
- Interacting with Control Tower team for all the report's as per SOP
- Attendance Management (Casper) is followed for all the offrole staff
- Preparing weekly MIS report of Internal Operations performance
- Checking Client Invoices after their submission and will submit to Finance team after cross-validation done.
- Uploading the Airway Bill & Invoices for high value products with Clients

General Skills

- ✓ MS Office
- ✓ All Basic IT Support Functions
- ✓ Basic N/W Support Functions
- ✓ ERP & WMS Planning System
- ✓ Attendance Management System

Qualities

- Positive Approach & Team Player
- Hard & Smart Working Practice
- Flexible & Concentrated

Achievements

- ❖ Received Award under Quality Audit Team at RR DONNELLEY
- ❖ Received dedicated Employee Award in Talent Pro India HR Private Limited
- ❖ Received 2015's Best Hub Manager Award under my Area Manager's Territory
- ❖ Received 2016's Best Hub Manager Award in the Entire Rest of Tamil Nadu
- ❖ Received 2017's Best Hub Manager Award under "Green Whale" in the Entire Rest of Tamil Nadu at the time of Big Billion Days Competition
- ❖ Received 2019's Best Area Manager Award in Rest of TamilNadu (Northeast) Division.

- Vehicle Dock's loading process planning will be done on daily basis
- On Time Delivery & On Time Pickup will complete within Deadline
- Vehicle met with accidents & communicating with customer regarding the readiness and coordinating with Insurance team to get it claimed
- Also, Showing the program of EEP (Euler Entrepreneurship Program) with all the Hub Staff and making them benefit of money apart from they usually earn from their fixed Salaries & Incentives
- Interacting with all the Stakeholders' In terms of all the business & Operational requirements Highlighted EV's Importance through our Mobility to all the Transport's & Logistics partners

Hub In charge

March 2015 – March 2018...

Instakart Services Private Limited () (B2C)

- In charge for an entire Hub Last mile & First mile Delivery Operations
- Planning the attendance roster for off roles in Casper software
- Should be responsible for all Vehicle dispatch for delivery to the routes
- Taking Team Meetings to motivate the staff's that leads productivity
- Following Staff's with TL's to ensure there safety in the route and achieving the targets on daily basis
- Controlling attrition by educating the Company benefits to them
- Ownership on achieving all the metrics and maintain the performance
- Handling the entire Loading & Unloading within the TAT Deadline
- Handling all kind of Customer Escalations and resolving the same
- Interacting with Control Tower & Central Team to get all the data's and sharing the same with Staff's
- Following the SOP of all deliverables and instructing the same to staff's
- Handling entire Mail Communication related to Operations, Escalations, Inventories, Stationary Request & for all major activities performs at Hub
- Controlling the Cost at entire Operations with Incl. of all On role (Blue Collar Staff's & Offrole Staff)
- Achieving all the OTD & OTP within the deadline and maintained

Hub In charge II (Lead-Hub Ops)

...April 2018 – June 2022

Instakart Services Private Limited () (B2C)

- ***After promoted to next level***, taken care of entire Five Hub Operations with my Hub-In charges & Team Leaders
- Getting ensured that availability of On role, Off role Staff's at all the Five locations in morning and utilized for early morning operations
- Ensuring the Shipment OFD at morning before deadline
- Will cross check in ERP that all the shipments were cleared from all the 5 Hubs, if any hub unable to clear the load, need to get the call outs and will rectify it.
- *Taking Charge on Flipkart Internal Audits (Material Handling, Quality Audit & Beat Ops Audit)*
- Driving the key Metrics that leads to excellent result by exploring the good Customer Experience
- Working on Pin code Serviceable Expansion in the Hub Deliverables & rest of complete operations alignment
- Implementing Kaizen and Involved handling in Employee Health & Safety Programs at all the 35 Hubs in the North-East ROTN division..

Hobbies

- Listening songs
- Playing Volley Ball, Cricket, Carom and PC games
- Participated in Inter-Collegiate Volley Ball tournaments and won first prize for two years consistently during my UG
- Participated in Inter-Collegiate Symposium and won prize.
- Engaging with my family, Children's during weekends and Holidays

Language

- English
- Tamil

Locality

- Based Out of Chennai & Home Town is Thiruvallur

- Will Conduct Team Meetings & will do the Surprise Audits with my Internal Team's
- Working & Reducing on cost with all my Individual Hubs
- Controlling the Shipment Shrinkage & Man Power Attrition.
- Additional Responsibilities took on IT Assets & Admin related work like Hub Hygiene, Environment cleanliness and 5S Implementation

Previous Experiences

System Engineer

Jan 2014 – March 2015



UNIWARE SYSTEMS Pvt Ltd (20Cube Logistics Pvt Ltd)

- Joined in Uniware & Placed permanently at 20 Cube Logistics Pvt Ltd. Payroll process and other HR related things were processed by Uniware
- Handling all type of IT Tickets raised by the 20 Cube User's in the portal and will resolve the Issues according to the Priority, all Basic IT Related Queries were resolved as per user request
 - During those timings, learned the logistics functions, working on EDI servers where the shipments

IT Support Engineer

June 2012 – Dec 2013



TalentPro India HR Pvt Ltd
People Resource Solutions

- Handling all type of IT Tickets raised by the company User's that fell under a ticket and resolving the same in the TAT
- Interacting with several departments like Payroll, HR, Legal, Compliance, Staffing & IT in the portal and will resolve the Issues according to the Priority with the legal software maintenance (Installation & Updating)
- Learned lot of Basic Live Server's like DC & Firewall's (FortiNet 80C) from the L2,L3 Engineers and worked with them on the basic understandings, Completed Active Directory course in Microsoft

Document Specialist & Quality Analyst

Sep 2010 – Dec 2011

RR DONNELLEY India Pvt Ltd

- Joined as Documents Specialist and worked on Creating, Editing & Formatting the .PPT presentations in all type of Client Format like BCG and so on..
- Worked on System Internal Macros and Map Plotting which is available for the Client Presentations and will Interact with Consultants
- Preparing all kind of Jobs like .PPT, .XLS & .doc formats and Submitting the same to the Clients within the deadline by avoiding the errors
- Learned lot of Basic Excel Formula's there and still that learning is helpful till now even I moved to different domain with different Companies

I Hereby declare that all the above mentioned were true according to the trust and belief

(KATHIRVEL J)