



KUMAR ESAKKIMUTHU

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Career objective

5 years of experience as a Warehouse Supervisor is looking to acquire a position with a pacesetter and innovative company that will fully utilize lean production management, capacity planning, material control, and purchasing. To maintain a lower inventory but still meet the spikes in the scheduled and forecasted demands.

Professional Experience

Oct 2023 to Present : Inventory Assistant Floward MenaTrading Ilc Dubai.

- Ordering inventory from vendors and suppliers and securing shipment arrival times.
- Managing inventory by stocking and cataloging products for a business.
- Performing quality checks on stored inventory and discarding inventory that does not meet the company's standards.
- Updating inventory count and maintaining inventory records to share with management and other stakeholders in the business.
- Reporting discrepancies in inventory that indicate theft, such as too little inventory at last count.
- Implementing loss prevention programs to prevent theft.
- Obtaining estimates and price details from different vendors to compare costs.
- Researching the accuracy of product details and testing new products.
- Use computer to enter and maintain records.

Jun 2022 to Sep 2023 : Store Incharge at Hatim Al Jouhar Toy Trading Ilc Dubai.

- Instruct stock handlers as to proper storage of various materials.
- Check incoming shipments against orders.
- Inspect goods for signs of damage.
- Operate forklift.
- Ensure cleanliness, ventilation, and appropriate temperature for warehouse.
- Train and supervise warehouse team members.
- Coordinate and apportion tasks.
- Complete all paperwork for incoming and outgoing materials.
- Use computer to enter and maintain records.
- Enforce relevant health and safety procedures throughout operations

Nov 2017 to Jun 2020 : Warehouse Supervisor at VPS General Trading & Cash And Carry Middle East fzco Dubai.

Products: All Cosmetic Items products.

- Achieve high levels of customer satisfaction through excellence in receiving,

- identifying, dispatching and assuring quality of goods.
- Measure and report the effectiveness of warehousing activities and employees performance.

Organize and maintain inventory and storage area.

- Ensure shipments and inventory transactions accuracy.
- Interface with customers to answer questions or solve problems.
- Maintain items record, document necessary information and utilize reports to project warehouse status.
- Identify areas of improvement and establish innovative or adjust existing work procedures and practices.

June 2016 to August 2017: Warehouse Dispatcher at Awok.com, Dubai. Products: All Electronics items, cloths, jewels & house products.

- Managing and maintaining items.
- Stock shelves with unpacked items.
- Ensure label is clear and visible.
- Preparing and generating customer Invoice files.
- Arranging goods for Delivery.
- Dispatching items to customer.
- Expertise in Microsoft office tools such as MS-word, Excel.

September 2013 to December 2015: Warehouse Assistant & Logistics Assistant at Derivision FZC Dubai.

Products: Branded Sunglasses and Optical. (Police, Chopard, Givenchy, Zegna, Escada & Lanvin.

- The job roles and responsibilities are,
- Receiving shipments and ensure both quality and quantity. ➤ Assist in performing the inspection of material.

Sorting and placing materials on racks, shelves or in bins.

- Keep accurate recording of all incoming and outgoing goods.
- Ensuring packing of materials or carried out as per procedures.
- Processing import or export orders scheduling shipment, Submitting quotation to customers.
- Handing over readily packed materials to couriers.
- Maintain and update stock inventory records and location of goods.
- Manage all inbound/outbound shipments, logistics planning and warehousing functions.
- Updating and checking customer delivery status.
- Data entry of goods receipt into ERP systems.

Educational Qualification

Diploma in Computer Engineering

Technical skills

Operating System: windows

Computer hardware and software installer

Packages: MS Office/ Excel/ Power point/ ERP - system level/ Zoho/Tally

Key skills

English Proficiency

Quick Learner

Multi-Tasking
Strong interpersonal skills
Retail, Import & Export

Personal details

Date of birth	:	16/09/1984
Nationality	:	Indian
Languages known	:	English, Hindi, Tamil & Malayalam.
Marital status	:	married
Passport no	:	P8644135.
Visa status	:	Employeevisa(13.11.2025)