

Libin Babu

Warehouse Operations | Inventory Expert | Logistics

Al Rigga

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EXPERIENCE

Qwik Supply Chain Pvt Ltd (Reliance Retail), Trivandrum *Assistant Manager*

09/2021 - 10/2024

- Directed comprehensive warehouse operations for a 25,000 square foot facility, managing inbound and outbound logistics Operations
- Supervised 60 in-store employees and 40+ last-mile delivery personnel, ensuring timely processing of 1,800+ daily orders with a 55% Day Zero (Do) SLA
- Conducted regular stock audits, cycle counts, and reconciliations to maintain a 98% inventory accuracy rate
- Developed and maintain relationships with suppliers, negotiate terms, prices, and delivery schedules to ensure quality and cost efficiency
- Maintained high standards of warehouse cleanliness, organization, and hygiene in alignment with company protocols
- Oversaw daily warehouse operations, including receiving, storing, and dispatching goods efficiently to meet business needs
- Conducted regular inspections to identify and resolve issues, ensuring operational excellence and safety compliance
- Monitored inventory levels for consumables and escalated replenishment needs to prevent stockouts and disruptions
- Managed event returns promptly and ensured accurate record-keeping for all inventory transactions
- Performed monthly stock counts, investigated discrepancies, and implemented corrective actions to maintain 100% accuracy
- Ensured proper handling and tracking of warehouse assets and accessories, conducting regular checks to identify inconsistencies
- Coordinated with maintenance teams to ensure all warehouse equipment remained functional and well-maintained
- Executed warehouse activities in compliance with approved Standard Operating Procedures (SOPs), identifying areas for improvement
- Conducted training sessions for team members to promote SOP adherence and operational efficiency
- Monitored team performance to ensure consistency and addressed non-compliance with proactive corrective measures
- Supported and guided warehouse staff to achieve daily operational targets and ensured alignment with organizational goals
- Acted as the primary point of contact for junior team members,

SKILLS

- MS Office(Word, Excel & PowerPoint)
- SAP
- Inventory Management
- Budgeting & Expense Tracking
- Process Improvement
- Time Management
- Vendor Management
- Demand Forecasting & Stock Replenishment Cycle
- Warehouse Management
- Leadership skills
- Team supervision
- Organizational skills
- Problem solving
- Asset tracking
- Stock control
- Warehouse operations
- Communication skills
- Reporting accuracy
- Process compliance
- Quality inspection
- Logistics coordination
- Multitasking ability
- Maintenance oversight
- Attention to detail
- Operational efficiency
- Hygiene management
- Team collaboration

AREA OF EXPERTISE

- Supply Chain Management
- Transportation
- Inbound and Outbound

- providing support and feedback to improve productivity
- Reported team performance updates to the Assistant Warehouse Manager, highlighting areas for growth and development
- Prepared and submitted detailed weekly reports on inventory levels, asset status, and consumable usage for management review
- Documented operational challenges and proposed actionable solutions to enhance efficiency
- Maintained clear communication with the warehouse team and leadership to ensure smooth day-to-day operations

Haier, Kochi — Inventory Controller & Team Leader

04/2019 - 09/2021

- Handling authorised service team of Haier
- Manage the delivery operations, preparing and replenishing stock quickly and accurately
- Check items received against shipping invoice, preparation of the products, ensure that all products are labelled
- Responsible for service & revenue parameters
- Review on quality parameters on a daily basis to achieve the targets
- Handling escalations to bring up delighted customers
- Quality and revenue enhancement activities on a weekly basis
- Review on accessory & AMC sales as per the targets set for the week
- Handling the customers & dealers grievances

Bigbasket, Bangalore — Inventory Assistant

04/2018 - 03/2019

- Responsible for all the inventory aspects on the site such as stock location and availability
- Maintaining optimal stock levels to ensure timely availability of products
- Managing excess and ageing stock
- Maintaining accurate inventory records through regular cycle counts and stock audits
- Handled inventory discrepancies by investigating and resolving issues promptly
- Support the implementation of stock rotation (FIFO/LIFO) to ensure product quality and minimize waste
- Collaborated with the warehouse team to streamline inventory flow and improve operational efficiency
- Maintaining electronic inventory tracking device to scan stock and reconcile inventory

- Logistics Management
- Customer Satisfaction
- Last Mile Operations
- Logistics and Warehouse Management

EDUCATION

Bharathiar University, Coimbatore — MBA

07/2020 - 08/2022

MBA Logistics & Supply Chain Management

MG University, Kottayam BCA

06/2013 - 03/2016

Bachelor Of Computer Application

CERTIFICATE

Inventory Management

LANGUAGES

English

Malayalam

Hindi

Tamil

REFERENCE

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