



IMILE DELIVERY SERVICES LLC

MUHAMED SABIK V.M.

OPERATION TEAM LEADER (EDSP OAQ1 AMAZON)

PERSONAL SUMMARY

An experienced, hardworking, Detail-oriented and Organized Logistics Officer with excellent record of keeping track of both incoming and outgoing stock to ensure a steady inventory level, and also ensuring the smooth functioning and running of all warehouse concerning activities. Having thorough understanding of material / stock management techniques and inventory control methods and procedures. Seeking more opportunities in my role where I can effectively utilize my general problem-solving knowledge, talents, as well as communication, organization, creativity, and time management skills to ensure smooth operations in the warehouse.

CONTACT DETAILS

Address: Ajman Industrial 1, near Mashreq Bank ATM, Al Ghurair Exchange, Ajman UAE.

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Email: sabiksabu44@gmail.com

Nationality: India

Visa Status: Employment Visa

Marital Status: Single

Place of Birth: Kerala

CERTIFICATION

- Certified [IATA]CARGO SUPPLY CHAIN AND TRANSPORT MODES; (2019)
- Certified CII INSTITUTE OF LOGISTICS; (2018)
- Certified TALLY ERP.9 (2017)

WORK EXPERIENCE

Operation Team Leader

IMILE DELIVERY (July 2023)

- Leading the Warehouse Team in daily operations, making sure KPI targets are met and other daily goals, training new employees, also keeping daily attendance and overtime record of the team.
- Monitoring the daily Operation activities of team and coordinating with them for better performance.
- Successfully managed a team of 320 Delivery Associates and 30 Operation staff, guiding and motivating them for better performance.
- Developed and implemented processes to ensure compliance with company policies and procedures.
- Sought out opportunities to improve operational efficiency.
- Collaborated with other teams to ensure seamless execution of operations.
- Performed regular reviews of staff performance and Provided feedback to ensure quality and standards.
- Maintained a comprehensive knowledge of all relevant regulations and industry standards.

Logistics Officer

IMILE DELIVERY (February 2022 - June 2023)

- Handled the final stage of supply chain (end users and return to operation)
- Monitoring the daily activities of drivers including their performances.
- Proper assessment on returned shipments, calling each and respective client for proper rescheduling and sorting of returned shipments.
- Aiding in activities that ensure optimum deliveries and performances.
- Aligning the entire operation process with team and coordinating transportation process.
- Constant follow up with liner to ensure smooth and quality service to customer.

EDUCATION

HIGH SCHOOL DIPLOMA

Arafa English School CBSE -Kerala (June 2014-March 2015)

BACHELOR OF ARTS; LOGISTICS MANAGEMENT

Albedo school of business management Ernamkulam (Oct. 2015 - Apr. 2018)