



RAHUL R K

Logistics Professional

Results-driven Logistics Professional with a proven track record in inventory management, order fulfillment, and compliance. Proficient in utilizing advanced inventory control systems and implementing process improvements to optimize stock flow. Skilled in coordinating with suppliers, maintaining high-quality standards, and ensuring a safe working environment. Exceptional problem-solving abilities and adaptability in handling diverse responsibilities. Strong communicator and collaborator with a commitment to meeting organizational objectives. Seeking to contribute expertise to a dynamic logistics team in a challenging role.

Contact

✉ rahulravirk81@gmail.com

☎ +971 589190847

📍 Al Karama, UAE

Education

BACHLOR OF BUSINESS ADMINISTRATION

University of College Mangalore | 2016 - 2019

HIGHER SECONDARY

Higher Secondary Education, Kerala | 2016

Computer Knowledge

Ms office

Word, Excel, Powerpoint

Language

English

Hindi

Kannada

Malayalam

Personal Details

Nationality : Indian

Date of birth : 16/12/1998

Passport No : W2643520

Expiry Date : 23/3/2024

Work Experience

FIELD STOCK OFFICER

FEB 2021 - DEC 2023

FBG Manufacturing

Key Responsibilities :

- Maintain and update accurate records of materials, equipment, merchandise, and supplies in stock.
- Conduct regular physical counts, reconciling any discrepancies between physical counts and computer records.
- Receive, inventory, and distribute stock, ensuring efficient stock flow and optimal space utilization.
- Prepare and complete orders for delivery or pickup according to schedule, involving tasks such as loading, packing, wrapping, labeling, and shipping.
- Process warehouse stock products, including picking, unloading, labeling, and storing, adhering to high-quality standards for audits.
- Perform rigorous inventory controls to maintain high-quality standards and compliance with regulations.
- Maintain a clean and safe working environment, optimizing space utilization, and following quality service standards.
- Report any discrepancies promptly and effectively communicate with supervisors and coworkers.
- Complete diary logs into inventory, ensuring accurate and up-to-date documentation.
- Adhere to procedures, rules, and regulations to ensure compliance in all stock-related activities.
- Operate and maintain warehouse vehicles and equipment, implementing preventive maintenance measures.
- Undertake various tasks as assigned, showcasing adaptability and flexibility in handling diverse responsibilities.

Skills

- Inventory Management
- Order Fulfillment
- Supply Chain Coordination
- Data Analysis
- Process Optimization
- Compliance Management
- Technology Integration
- Cross-Functional Collaboration
- Quality Control
- Safety Compliance
- Documentation Management
- Equipment Maintenance
- Problem-solving
- Communication Skills
- Adaptability
- Attention to Detail