

# Shaikh Ashik Hussain

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## Objective:

I aim to obtain a challenging position as a warehouse supervisor where I can leverage my extensive experience in logistics, supply chain management, and inventory control to improve operational efficiency and support business growth.

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## Summary:

A results-oriented logistics and supply chain management professional with over 15 years of expertise in warehouse operations, inventory control, and vendor coordination. Adept at managing teams, optimizing processes, and ensuring compliance with safety regulations. Experienced in SAP, Microsoft Dynamics, and inventory management systems, with a strong ability to implement solutions that drive operational excellence.

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## Education:

### **Bachelor of Science in Physics, Chemistry, and Mathematics**

*Utkal University, Odisha, India*  
*Graduated: 1994*

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## Skills:

- **Warehouse Operations Management:** Expertise in overseeing all aspects of warehouse management, including inbound and outbound logistics, staff supervision, and compliance with industry standards.
  - **Inventory Control & Accuracy:** Skilled in conducting regular stock audits, maintaining accurate records, and resolving discrepancies to ensure inventory accuracy and prevent losses.
  - **Team Leadership & Development:** Proven ability to manage and train warehouse teams, improving their performance and ensuring alignment with company goals and safety protocols.
  - **Logistics Optimization:** Adept at optimizing transport routes, negotiating contracts with suppliers and transporters, and reducing logistics costs through effective decision-making.
  - **Supply Chain Coordination:** Experienced in working with multiple stakeholders, including suppliers, vendors, transporters, and internal teams to streamline supply chain processes.
  - **Compliance & Safety Standards:** Knowledgeable in food safety regulations, hazardous materials handling, and health and safety protocols, ensuring a safe working environment in the warehouse.
  - **Process Improvement:** Expertise in implementing standard operating procedures (SOPs) and Kaizen initiatives to enhance warehouse efficiency and reduce operational costs.
  - **Data Entry & Reporting:** Proficient in using SAP, Microsoft Dynamics, Tally, and Excel to manage inventory data, generate reports, and analyze logistics metrics for performance improvement.
  - **Cost Management:** Skilled in identifying opportunities for cost reduction in logistics and warehouse operations, negotiating contracts, and improving supply chain efficiency.
  - **Time Management & Problem Solving:** Strong organizational skills with the ability to meet deadlines, resolve logistics challenges, and maintain high-quality service.
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## **Work Experience:**

### **Warehouse Supervisor**

#### **AKM Foodstuff Trading LLC, Dubai, UAE**

*Feb 2024 – Present*

- Supervised daily warehouse operations, ensuring accurate inventory control and stock management across multiple product categories, including food products.
- Coordinated with suppliers and transport companies to ensure timely deliveries and resolve any logistics issues.
- Monitored warehouse team performance and provided training to enhance productivity and compliance with safety standards.
- Conducted regular stock audits to maintain inventory accuracy, reducing stock discrepancies by 25%.
- Managed the inbound and outbound process, ensuring smooth flow of goods and accurate documentation.
- Negotiated contracts with transportation providers to reduce logistics costs by 15%.
- Ensured compliance with food safety regulations, maintaining a high standard of hygiene and safety in all warehouse operations.

### **Operation Manager (Warehouse & Logistics)**

#### **Jajati Pharmaceuticals, Odisha, India**

*Sep 2017 – Dec 2023*

- Led logistics operations for pharmaceutical products across 196 premises, ensuring timely delivery and compliance with regulatory standards.
- Managed a team of 40 staff, optimizing warehouse efficiency and implementing cost-saving techniques, resulting in a 30% reduction in distribution costs.
- Improved customer satisfaction by reducing lead times by 50% and increasing on-time delivery to 95%.
- Conducted monthly performance reviews and set operational KPIs for the logistics team.
- Developed and implemented standard operating procedures (SOPs) to improve inventory accuracy by 15%.
- Coordinated with vendors and government officials to ensure compliance with regulations and inventory management policies.

### **Warehouse In-Charge**

#### **Chevron Al Bakri Lubricants Company, Riyadh, Saudi Arabia**

*May 2009 – July 2016*

- Supervised a 35,000 square foot warehouse, improving operational efficiency by 20% through process optimization and team coordination.
- Conducted regular stock audits, ensuring inventory accuracy and compliance with safety regulations.
- Worked closely with logistics providers to ensure timely deliveries and customer satisfaction.
- Developed and maintained accurate inventory records using SAP and Excel for reporting purposes.

### **Store In-Charge**

#### **Surya Herbal Ltd**

*Aug 2002 – Aug 2005*

- Managed inventory, maintaining detailed records of stock movements using Tally and conducting quarterly physical audits.
  - Coordinated with purchasing to ensure timely reordering of materials and reduced stock discrepancies by 10%.
  - Prepared reports on obsolete items and handled material disposal by company policies.
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**Certifications:**

- Supply Chain Management
  - Logistics Management
  - Inventory Management
  - Data Analysis using Excel
  - ISO9001:2008 For Quality Management Systems
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**Languages:**

- English: Fluent
  - Hindi/Urdu: Fluent
  - Arabic: Basic
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**Passport & Visa Details:**

- Nationality: Indian
  - Pass Port No. N3252036
  - Visa Status: Visit Visa
  - Visa Expiry Date: 19/11/2024
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**Honors & Awards:**

- Promoted from Warehouse Assistant to Warehouse In-Charge at Chevron Al Bakri Lubricants, February 2012.

***Signature***