



# SELVA Manickam

## Warehouse in-charge/Logistics co-ordinator

Results-driven Warehouse Manager with 5+ years of experience driving process efficiency and operational excellence.

Proven success in reducing costs, improving inventory turns, and enhancing performance through system enhancements.

Adept at implementing and managing inventory audits/cycle counts, multinational logistics, and supply chain strategies.

## Contact

### Phone

+971564856191

### Email

selvaji01@gmail.com

### Address

G11,Building no:81,Discovery gardens, Dubai.

## Education

2011

**Diploma in Mechanical Engineering**

MAR polytechnic college

2014

**Bachelor of Engineering**

CARE school of engineering

## Professional Skills

- Time Management
- Staff Supervision
- Multi-tasking
- Computer Literate

## Languages

- English
- Tamil
- Telugu
- Malayalam
- Hindi

## Hobbies

- Photography
- Long Drive

## Experience

### Taj Shipping & Logistics | June 2023 - Present | Jebel ali, Dubai.

#### Warehouse Incharge

- Managed inventory levels to ensure sufficient stock levels for production, resulting in a 10% decrease in backorders.
- Conducted regular cycle counts and audits to maintain inventory accuracy and prevent shrinkage.
- Implemented new warehouse organization system, resulting in a 20% increase in efficiency and productivity.
- Coordinated with suppliers to schedule timely deliveries and optimize inventory management processes

### Sakthi Logistics | January 2019 - May 2023 | Tamilnadu, India.

#### Warehouse Manager

- Oversaw daily operations of warehouse, including inventory management, order processing, and shipment coordination.
- Implemented a new system for organizing and tracking inventory, resulting in a 20% increase in efficiency.
- Trained and supervised a team of warehouse associates, ensuring high productivity and accuracy in all tasks.
- Conducted regular quality control checks to maintain high standards and prevent errors in receiving, storing, and shipping products.
- Managed inventory levels, ensuring accurate stock counts and timely replenishment of goods to meet customer demand.
- Oversaw a team of warehouse staff, providing training, supervision, and performance evaluations to optimize productivity and efficiency.
- Implemented safety protocols and procedures to maintain a secure work environment and prevent accidents or injuries.
- Utilized warehouse management software to track shipments,monitor order fulfillment, and streamline operations for maximum efficiency.