

SADIK ALI K

Human Resource Professional | Operations & Administrative Specialist | Sales & Consulting Expertise | Logistics executive

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United Arab Emirates, Dubai, Deira.

CAREER OBJECTIVE

- To secure the Managerial level role, leveraging my administrative expertise and proficiency in data analysis, scheduling, and reporting to support project operations. Committed to contributing to the success of the team by ensuring efficient processes, effective communication, and timely coordination, while aligning with mission of driving sustainable energy solutions and to contribute to organizational success by identifying new opportunities, fostering partnerships, and implementing innovative strategies while enhancing customer satisfaction and achieving sustainable business development goals.
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STRENGTHS AND EXPERTISE

- Inventory Management, Warehouse Operations, Procurement and Vendor Management, Logistics Coordination, Supply Chain Management, Data Analysis and Reporting, ERP Systems (e.g., SAP, Oracle, Microsoft Dynamics), Inventory Forecasting and Stock Control, Budgeting and Cost Management, Documentation and Record-Keeping, Freight and Shipment Tracking, Quality Assurance and Compliance, Organizational Skills, Time Management, Problem-Solving, Attention to Detail, Decision-Making, Team Collaboration, Negotiation Skills, Leadership and Supervision, Multitasking, Proficiency in Microsoft Office (Excel, Word, PowerPoint), Data Visualization Tools (e.g., Power BI, Tableau), Adaptability and Flexibility, Customer Service Orientation, Analytical Thinking, Process Optimization, Supply Chain Management, Project Management Essentials.
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PROFESSIONAL EXPERIENCE



Operations Supervisor - SCCP

July 2023 - October 2024

- Accomplished SCCP Operations at Flipkart with a track record of driving process optimization and ensuring operational efficiency. Proficient in team management, data-driven decision-making, and delivering outstanding results in a fast-paced e-commerce environment and Demonstrated ability to Recruitment, Training, Team management lead cross-functional teams and exceed performance targets while maintaining a strong focus on customer satisfaction.

Accomplishments:

- Successfully optimized SCCP Operations at Flipkart, enhancing process efficiency and exceeding performance targets in a fast-paced e-commerce environment.
- Demonstrated expertise in project management and logistics through various projects, including fleet management, achieving smooth operations and timely deliverables.

EDUCATION

- Anna University - MBA Human Resource Management and Marketing - 2023
 - Calicut University - BBA Human Resource Management - 2020
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INTERNSHIPS 1/9/2022 – 1/12/2022

- Mars Exploration Pvt. Limited, An Aerospace And Aviation Company, Where I Worked As An HR Intern For 3 Months. In This Role, I Handled Core HR Responsibilities, Including Recruitment, Training, And Payroll Management. I Also Gained Hands-On Experience With SAP Software, Enhancing HR Process Efficiency. My Contributions Supported Smooth Operations And Effective Employee Onboarding Within The Company.
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PROJECTS

- A study on effectiveness of organizational culture in Paris dry cleaners and laundry.
 - A study on impact of online advertisement in launching of new products at south Indian bank.
 - A study on customer satisfaction through online shopping at Flipkart.
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VISA STATUS

- VISIT VISA FROM NOVEMBER 5TH TO JANUARY 5TH
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CERTIFICATIONS

- Tcs Ion Basis Of Operational Procurement In Supply Chain Management.
 - Cursa - Marketing Basics By Myles Bassell.
 - Management And Strategy Institute - Project Management Essentials Certified.
 - Tcs Ion Basics Of Logistics, Fleet Management And Ware House Management.
 - Nestle E-Learning 2024 Sustainability
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