

SHARUN BABURAJ

WAREHOUSE ASSISTANT

PROFILE

Seasoned Logistics Warehouse Assistant with a comprehensive background in the retail sector. Proficient in overseeing all aspects of warehouse logistics operations, including inventory management, order processing, and distribution. Skilled in optimizing supply chain processes to improve efficiency and reduce costs while maintaining high levels of customer satisfaction. Experienced in leading cross-functional teams to achieve operational objectives and meet tight deadlines. Proven ability to implement best practices and utilize technology solutions to streamline workflows and enhance productivity. Committed to ensuring compliance with safety regulations and maintaining quality standards in a fast-paced retail environment

PRESENT CIRCUMSTANCE

May 2019 till date ALSHAYA RETAIL LOGISTICS, U.A.E, and Movement of time from starting as warehouse assistance as well for client AL SHAYA STAR BUCKS, AMERICAN Eagle, H&M, FOOTLOCKER, Bath and Body, Victoria Secret and NEXT .

PROFESSIONAL EXPERIENCE

WAREHOUSE– AL SHAYA GROUP

2019 May – Present

- Lead and supervise a team of warehouse staff, including assigning tasks, providing guidance, and ensuring work is completed efficiently and accurately.
- Oversee inventory control procedures, including receiving, storing, and dispatching goods, to maintain accurate stock levels and minimize discrepancies.
- Coordinate with other departments to fulfill customer orders in a timely manner, ensuring accuracy and adherence to service level agreements.
- Implement and enforce quality control measures to ensure that all products meet company standards and regulatory requirements.
- Ensure compliance with health and safety regulations, conduct regular safety inspections, and promote a culture of safety awareness among warehouse staff.
- Provide training and development opportunities to warehouse staff to enhance their skills and knowledge, promoting career growth and succession planning.



+971- 526570370

+971-526260895



sharunbabu595@gmail.com



DEIRA DUBAI

EDUCATIONAL QUALIFICATION

S.S.L.C

Government higher secondary school Kerala.

PLUS, TWO

Board of higher secondary examination.

PERSONAL INFO

- Date of birth : 14/09/1998
- Passport No: P4929296
- Marital Status : Single
- Visa status: Employment

LANGUAGES

- English
- Hindi
- Malayalam

- Maintain open and effective communication channels with team members, management, and other stakeholders to ensure alignment of goals and objectives.
- Maintain accurate records of inventory transactions, performance metrics, and other relevant data, and prepare regular reports for management review.
- Ensure that all warehouse activities are conducted in accordance with company policies, procedures, and ethical standards.

ADDITIONAL EXPERIENCE

- MS Office Proficiency

DECLARATION

I do here by certify that the above entries made by me are true and correct in all respects. Much obliged for the time to consider my Curriculum Vitae. If I do match your requirements from the above furnished information, I will be glad to call upon for an interview a prior intimation.

REFERENCE

- Reference available upon Request.

VOCATIONAL TRAINING

- WMS from Alshaya logistics, DUBAI
- Indoor MHE (Material Handling Equipment)

COMPUTER SKILLS

- MS Windows
- MS Excel / Word / Power Point
- Exceed workstation (Exceed 4.0), RF (Scanner), Manhattan ILS

SKILLS

- Creative Problem Solving
- Critical Thinking
- Leadership Orientated
- Self-Motivated
- Inventory Management
- Order Processing
- Warehouse Operations
- Material Handling Team
- Leadership Quality Control
- Management Safety
- Compliance