



SUDHEER R

LOGISTICS
PROFESSIONAL

Work Experience

Logistics Assistant

2022-2024

DTDC COURIER AND CARGO(Kerala India)

Streamlined billing documentation and maintained accurate financial records.
Produced detailed reports on purchase orders, inventory, and invoicing for strategic decision-making.
Ensured compliance with import/export regulations, reducing potential delivery delays.
Tracked and monitored orders, providing timely updates to customers and addressing delays.
Optimized inventory through first-in, first-out (FIFO) rotation and cycle counts.
Trained team members to improve productivity and adherence to logistics protocols.

Warehouse Operations

2022-2022

DHL- Puma Warehouse(Bangalore India)

Directed team activities during peak periods, ensuring smooth operations.
Resolved shipment discrepancies promptly to minimize operational impact.
Processed orders and ensured on-time delivery by managing picking, packing, and labeling.
Maintained inventory accuracy through stock takes and cycle counts.
Ensured workplace safety by following protocols and conducting regular equipment inspections

Contacts



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About Me

Experienced logistics professional with expertise in supply chain management, transportation operations, and process optimization. Skilled in inventory management, documentation, compliance, and customer communication. Known for strong problem-solving abilities, attention to detail, and effective leadership in fast-paced environments. Seeking to leverage logistics expertise in a challenging and dynamic role.

Education

Diploma in

Logistics and supply chain management

ADI INSTITUTE

2021-2022

computer science(12th)

SSOHSS

2015-2017

Skills

- Inventory Management
- Order Fulfillment
- Communication & Leadership
- Customer Service
- Documentation
- Reports Generation