CHAMARA JAGATH

- **Nationality : Sri Lankan**
- **Gender : Male**

CONTACT

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- https://www.linkedin.com/in/chamara-kumara-68461b216/
- U.A.E-Dubai ,Jumeirah

SKILLS

- Inventory Management
- Data Entry Accuracy
- Supply Chain Knowledge
- Inventory Control
- Vendor Management
- Process Improvement
- Team Collaboration
- Communication Skills
- Problem-Solving
- Attention to Detail
- Time Management
- Adaptability
- Record Keeping
- Customer Service
- Software Proficiency

ABOUT ME

I am an exceptional Senior Inventory and Operations Executive with a proven track record in Data Processing, Sales, Marketing, Retail Operations, Warehouse Operations, and Inventory Management. With an impressive 22-year career spanning Warehousing, Logistics, and Supply Chain, as well as experience in Supercenter, Supermarkets, Hotels, Catering, and Marketing Industries, My responsible working role and teamwork, skills will make me a vital member of your company.

WORK EXPERIENCE

Warehouse Inventory & Operation Executive
Lions Company Pvt Ltd
June 2023- Oct 2023 Colombo,Sri Lanka

- Inventory Monitoring: Regularly check and update inventory levels.
- Order Fulfillment: Oversee picking, packing, and timely order fulfillment.
- Data Accuracy: Maintain precise records of inventory transactions.
- Reordering: Initiate purchase orders based on demand and reorder points.
- Quality Control: Conduct inspections to ensure product quality.
- Space Optimization: Organize warehouse layout for maximum space utilization.
- Communication: Collaborate with other departments for seamless operations.
- Reporting: Provide management with regular inventory reports.
- Technology Utilization: Implement and leverage inventory management tools.
- Problem Resolution: Address discrepancies and resolve issues promptly.

Retail Operation Executive
Arpico Super Center at Richard Pieris & Company.
21/07/2017 – 31/05/2023 Colombo , Sri Lanka

- Store Management: Oversee the day-to-day operations and activities within retail stores.
- Inventory Control: Manage inventory levels to prevent stockouts and overstock situations.
- Sales Performance: Monitor and enhance sales performance, setting and achieving targets.
- Customer Service Excellence: Uphold and improve high standards for customer satisfaction.
- Visual Merchandising: Ensure attractive and effective visual displays to grow sales visibility.
- Staff Supervision: Supervise retail staff, providing guidance and support for optimal performance.
- Training Programs: Conduct training sessions to enhance the skills and knowledge of retail staff.
- Promotions and Events Coordination: Organize and coordinate Promotions and events
- POS System Oversight: Manage the proper functioning of (POS) for seamless transactions.
- Compliance and Policy Adherence: Ensure adherence to company policies & and procedures.

Store Supervisor
Sodexo Teyseer Company .W.L.L.

May 2016 -May 2017 - Qatar

Store Executive
Keells Supermarket at John Keells Holdings

July 2008 - Dec 2015 - Colombo,Sri Lanka

Store Keeper
Saudi Catering Company W.L.L

May 2005 - May 2008-K.S.A

Data Entry Operator /Sales Executive
KEKO Fashion Retail at JayKay Marketing Company.

April 2003 - April 2005 Colombo,Sri Lanka

Administrator Office Clerk
Delmage Frosyth & Co.Pvt

Jan 2002 - Mar 2003 - Colombo,Sri Lanka

EDUCATION

Advanced Diploma in Business Mnagment

Esoft Metro Campuse - 2019

Advanced Diploma in Inventory Management

SMM Institute -2018

Certificate Course of Store Keeper

Keells Retail Academy -2011

Certificate Course of Data Entry Operator

Keells Retail Academy -2010

G.C.E -Advance Level - Educational Department

2001 - Colombo ,Sri Lanka

G.C.E- Ordinary Level - Educational Department

1999 - Colombo,Sri Lanka

I hereby certify that the above information is true and correct to the best of my knowledge

A.G.CHAMARA JAGATH