AREAS OF EXPERTISE

*Logistics management Site Warehousing Goods In*

*Budget controls Stock control Dispatching*

*Co-ordinate with vendors*

PROFESSIONAL

*Logistics Co-ordinate*

*Warehouse Managements*

PERSONAL SKILLS

*Passionate Forward thinking Focused*

*Hard working*

CONTACT

Sakthivel M

*M: 87544 84954*

*M: 91760 79613*

*E:thalashakthi12@gmail.com*

*Driving license: Yes Nationality: Indian*

*Maritial Status - Single*

SAKTHIVEL M

Senior Logistics Executive

PERSONAL SUMMARY

ability and passion to make sure that every area of the warehouse runs like clockwork. I will always ensure that customers receive the right product, in the right place, at the right time. As a true team worker i can build strong relationships in order to drive individual performance, and works hard to create an environment where everyone pulls together because everyone counts. determination and drive needed to get results.

WORK EXPERIENCE

**Company name – Avishya Trading Pvt.Ltd**

LOGISTICS SENIOR EXECUTIVE OCT 2016 – Present

Responsible for picking, packing and dispatching shipments to retailers around the world.

***Duties****:*

* Creating shipping documentation for carriers and customs.
* Managing a large team through a number of supervisors.
* Making sure products are picked and stacked to the highest standards.
* Organising the moving and storage of boxes and pallets.
* Resolving customer complaints in a professional manner.
* Planning and forecasting the capacity of a shift.
* Ensuring that deliveries are safely.
* Quality checking.
* Deputising for Operations Manager when required.
* Creating a positive, pro-active and team based culture
* Sending purchase orders to vendors
* Preparing invoices & dispatching the goods to customer's
* Updating the dispatch & delivery status in backend.
* Updating the stock inventory in backend. .

Assistant warehouse manager Employment dates (Oct 2016 – Present )

KEY SKILLS AND COMPETENCIES

* Experience of working within a unionised environment.
* Inspiring colleagues to solve problems on their own initiative.
* Driving operational excellence at every opportunity.
* Inside and out knowledge of each product the company sells.
* Understanding of warehouse processes for both manual and automated warehouses.
* Physically fit and able to carry out manual work.
* Willing to take ownership of problems and responsibility for resolving them.
* Reliable, self-starting, confident, tenacious and target driven.
* Knowledge of safety, quality, disciplinary procedures and holiday entitlement issues.

ACADEMIC QUALIFICATIONS

***Madras University 2013 - 2016***

BCA Computer Applications

***St.thomas College of arts & science***

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