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Nagpur-440016

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# Career Objective

I am seeking an opportunity where I can use my experience and education to help the company meet and surpass its goals

# Education

* M.B.A. in **Operations Management** from Sinhgad Institute of Management, Pune (2015- 2017)
* Bachelor of Engineering in **Electronics** from Swami Ramanand Teerth Marathwada University, Nanded (2007-2014)
* **H.S.C.** from Akot Krishi Junior College, Akot (2005-2007)
* **S.S.C.** from Janta Vidyalaya, Neri, Dist-Chandrapur in 2005.

# Work Experience

* Gap August 2019 to January 2021 (1 Year 6 Months)
* Station Manager at **Grofers India Pvt Ltd** (July 2019 – Aug 2019)

CTC- 3.18 LPA, Duration-1 Month

* Senior Assistant Logistics at **MYNTRA** (Dec 2017 - June 2019)

CTC- 2.33 LPA, Duration- 1 Year 7 Months

# Roles & Responsibilities Company: Grofers India Pvt Ltd

**About Company:** Grofers is an Indian online grocery delivery service. It was founded in December 2013 and is based out of Gurugram. As of 2018, the company has raised about $535.5 million from investors including SoftBank, Tiger Global and Sequoia Capital.

**Role:** Station Manager

# Responsibilities:

* To understand route plan in accordance with the orders received and enroute orders appropriately
* To ensure the fleets are available on time & ready for departure
* To ensure delivery staff & Grofers Service Partners must be available on time at the warehouse
* Manage loading and unloading activity at the warehouse
* Taking & managing huddle of the delivery staff and Grofers Service Partners
* Ensuring all the orders are loaded into fleets & they will be departed on time
* To manage customer escalation e-mails & respond within given SLA
* Keep Informing Management about daily activities, pending orders, returns & analysis reports.

# Company: Myntra.com

**About Company:** Myntra is an Indian fashion e-commerce company involved in all fashion and lifestyle needs. Being India’s largest e-commerce store for fashion and lifestyle products, Myntra aims at providing a hassle free and enjoyable shopping experience to shoppers across the country with the widest range of brands and products on its portal.

**Role:** Senior Assistant Logistics

# Responsibilities:

* To manage and resolve all customer tasks and escalations on priority
* To analyse & manage delivery/pickups/exchange of orders on daily basis when received at DC (Distribution Centre) and insure first in first out (FIFO)
* Manage store load and provide store drops and reconciliation daily as per schedule
* Resource management- Manage line staffs and provide solutions within particular time frame
* Responsible for COD (cash on delivery) collection and handover very next day without any loss. Must keep records of all transactions appropriately
* Manage loading and unloading activity at the delivery centre.
* To manage Inscan and Outscan process.
* Inventory management at Distribution Centre.
* To maintain discipline and 5S standards in the DC as per company standards
* Keep Informing Management about daily activities, pending orders, returns & analysis reports

# Computer Skills

* M.S. Office
* M.S. Excel
* Window OS

# Extra-Curricular Activities

* Awarded Co-Ordinatorship for the event **SPECTRUM-2016** organised by Sinhgad Institute
* Successfully completed Training and Assessment for **Lean Six Sigma Green Belt Certification**
* Attended **Digital Marketing** workshop at SIOM, Pune
* Participated in State Level Olympiad on Project Management of Tech Trainers & Testers, Pune
* Attended National conference on **Make In India – Prospects and Challenges** at SIOM, Pune

# Personal Skills

* Comprehensive problem-solving ability
* Willingness to learn and adapt quickly
* Ability to deal with people diplomatically
* Capable of organizing a smooth workflow
* Excellent verbal and written communication skills
* Good team player

# Declaration:

# I hereby declare that above information is correct to the best of my knowledge.

**PLACE:** Nagpur (MAHARASHTRA)RAMAN RADHESHAM KAHAR