**BOOPALAN.K**

Ph : +91 9385421834 ~ E-mail: alanbhuvi111996@gmail.com

### PROFESSIONAL SNAPSHOT

B.SC MATHS with TWO years experience Logistics & Warehouse.

**WORK EXPERIENCE**

**Warehouse & Logistics- DHL SUPPLY CHAIN**

**SUPERVISOR at DHL Supply Chain India Pvt Ltd (Under Contractual Role), Supervising Inbound Team, AUG 2017 to Feb 2019.**

**DISPATCH ASSISTANT at TEXMO INDUSTRIES (a new branded of TARO PUMPS), Supervising on Dispatch Team, MAR 2019 Till date**

**Warehouse & Logistics**

* Supervise daily activities of warehouse to ensure safe and efficient storage and retrieval of district.
* Warehouse supervisor should be aware of Receiving of Consignment, Material Handling & Storage in Warehouse.
* Warehouse Supervisor is the responsible for offloading, Consolidation.
* The Person to be well aware of the Documentation aspect.
* He should Report any Discrepancy in the receiving consignment through Mail to Vendor with Proper Justification for the short Recd Cosign.
* Responsible for complete warehouse operations including inward and out ward.
* Conducting Daily meeting with all Executives of Receipt & Dispatch team.
* Monitoring all the Registers like Inward, Outward, Stock Transfers, Returns, Saleable & Non Saleable.
* Attend daily mails & ensure timely reply of all.
* Manage and implements smooth operation of inward & outward.
* Supervision of Loading & unloading material.
* Optimum utilization of warehouse space.
* Taking care of daily inwards and generating reports for the same
* Assisting the Inventory Dept in maintaining the stock.
* Helping the Warehouse team in their daily activities like Inspection, Put away, Picking and Dispatch
* Labors handling and given guide them for proper loading and unloading.
* Communicate with drivers and follow up and delivery the materials on time.

**ROLE AND RESPONSIBLITIES.**

* Handling Inbound &Outbound Receipt team.
* Supervising Team of 4 No’s On-loading & Off-loading vehicle.
* Segregating invoice wise Materials.
* Sharing MIS reports for Customers & reporting for L1 Manager.
* Co-ordinating with Transport drivers for Vehicle Purpose.

**KEY STRENGTHS:**

* Willing to Learn and Develop and target to achiever.
* Will easily Learning and Adept new things.
* Work well as a part of the Team.
* Ability to Share Knowledge and Transfer Skills.

## Additional Information

* Computer Skills.
* Advanced MS-Excel, Vlookup, Pivot table.

**ACADEMIC PROFILE:**

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| --- | --- | --- |
| Course | Name of the Institute | Board of examination |
| B.Sc Mathematics | AVS Arts & Science of College | Periyar University |
| +2 | Sri Saradha Matriculation Higher Secondary School | Matriculation |
| SSLC | Sri Vinayaga Matriculation Higher Secondary School | Matriculation |

**PERSONAL DETAILS:**

Date of Birth : 2th Jun 1996

Nationality : Indian

Marital Status : Unmarried

Gender : Male

Languages known : English, Kannada, Telugu & Tamil

Address : BOOPALAN.K S/O G Krishna Moorthi,

Thumbal(po), Salem(dt)

Tamil Nadu 636 114

Place: Bangalore Yours faithfully,

Date: K.Boopalan