**Aderanti Ojo**

**Phone: (470) 808-8806**

**Email:** [**rantyoba1@gmail.com**](mailto:rantyoba1@gmail.com)

**Summary :**

A versatile, collaborative, accomplished, and knowledgeable professional with a successful track record and a flair for learning new skills, outstanding organizational and problem-solving skills for over 10 years. Highly collaborative with a talent for building productive relationships that allow smooth functioning while driving others towards excellence and attaining business goals. Possess verifiable leadership, interpersonal, and communication skills that help put across things with a crisp point. Thrive in fast- paced business environments and cherish a chance to self-manage things through the problem-solving skills and never say never attitude.

**EDUCATION:**

**BSc in Business Administration|2008**

**WORKING EXPERIENCE**

**APL logistics**

Lithia spring GA. (2018-2022)

AS SUPERVISOR

* Supervising warehouse staff and daily activities.
* Managing, evaluating and reporting on warehouse productivity.
* Tracking and coordinating the receipt, storage, and timely delivery of goods and materials.
* Ordering supplies and maintaining suitable inventory levels.
* Checking orders, bills, items received, inventory, and deliveries for accuracy.
* Maintaining records, reporting relevant information, and preparing any necessary documentation.
* Ensuring basic maintenance standards and compliance with health and safety regulations.
* Performing a daily inspection of the warehouse grounds.
* Coordinating and maintaining fleets and equipment.
* Communicating and coordinating with other departments and customers.
* Experience with Microsoft Office (Word, Excel and Outlook) and computerized scanner equipment

**Rantyoba Global Services Ltd. Lagos, Nigeria (09/2015 – 07/2018)**

**SUPERVISOR**

* Motivate, train and discipline warehouse staff
* Maintain accurate records of warehouse activity
* Coordinate with other departments of the company
* Confirm inventory and shipment accuracy
* Identify areas for improvement and implement new procedures
* Ensure warehouse safety
* Handle customer complaints
* Experience with Microsoft Office (Word, Excel and Outlook) and computerized scanner equipment
* Handle or manage tools or equipment