

Akansh Arora

📍 Canada ✉️ akansharora31@gmail.com ☎️ (782) 503-0066 🔗 www.linkedin.com/in/akansh-arora-1a889b8a

SUMMARY

Detail-oriented and analytical Supply Chain and Operations Specialist with 4+ years of experience in procurement support, contract analysis, vendor compliance, data management, and system optimization. Proven success in streamlining workflows, managing large-scale inventories, ensuring invoice accuracy, and enhancing cross-functional coordination. Skilled in Microsoft Excel, procurement analytics, SOP creation, and ERP systems. Strong understanding of procurement lifecycles, inventory management, and performance tracking. Seeking to contribute to healthcare supply chain excellence at Joseph Brant Hospital.

EXPERIENCE

Shipment Specialist ExxonMobil

May 2024 - Present

- Coordinated the movement of **1,000+ railcars** using multiple systems, ensuring accurate production tracking and capacity planning.
- Validated invoices and tracked costs, identifying discrepancies and saving \$100K+ in **overpayments**.
- Generated KPI dashboards and predictive reports to optimize logistics flow and reduce operational delays.
- Managed material readiness and shipment documentation for month-end closing, ensuring data alignment in ERP systems.
- Cross-functionally collaborated with operations, maintenance, and finance teams to resolve production, shipment, and billing issues.
- Supported **month-end** close processes with **updated inventory** and **shipment data**.

Operation Strategist Rally Ourbus

February 2022- December 2022, New York, NY

- Designed and maintained resource and delivery schedules, improving driver compliance from 55% to 95%.
- Implemented logistics optimization initiatives, reducing delivery times by 15% and generating \$200K+ in cost savings.
- Forecasted labor needs for 2000+ drivers based on demand trends and resource constraints.
- Collaborated with cross-functional stakeholders on customer fee structures and contract management to support business expansion.
- Led process standardization across dispatch, stop-planning, and vendor operations.

Operation Specialist Vedantu Innovations Pvt Ltd

November 2020 - October 2021, Bangalore, IN

- Conducted audits and ensured vendor compliance, reducing revenue leakage.
- Automated communication workflows to streamline internal purchasing processes.
- Supported item/vendor setup accuracy and performed data cleanup and tracking in Excel.

Operation Executive Awign

October 2019 - November 2020, Bangalore, IN

- Evaluated suppliers and ensured data compliance for logistics execution.
- Led forecasting efforts and maintained master data for logistics planning.
- Conducted regular quality audits and issue resolution across multiple operations teams.

EDUCATION

PGD Supply Chain Management Cape Breton University • Canada

B.Sc Hospitality and Hotel Administration IHM Jodhpur • 2019

SKILLS

Strategic Planning and Resource Allocation
Logistics & Last-Mile Delivery
Data, Cost and KPI Analysis
Fleet Optimization & Cost Reduction
Problem-Solving and Analytical Skills

Procurement Process Support
Contract Compliance & Analysis
Vendor/Item Master Data Management
Billing & Invoice Discrepancy Resolution
Inventory & Asset Management

Microsoft Excel (VLOOKUP, Pivot Tables, Dashboards)
SOP Documentation & Training Support
Cross-functional Communication
Team Leadership & Workforce Management