**Email Id:** [**santhoshs189@gmail.com**](mailto:santhoshs189@gmail.com)

**J Santhosh Contact No: +91 9676554447**

# CAREER OBJECTIVE:

To associate myself in an environment where I can effectively prove myself dedicated, energetic to apply my knowledge and skills to offer the best to the organization and to seek an excellent career growth with good exposure to different work environments.

# WORK EXPERIENCE:

# Airport in charge

### SpiceJet limited, Bangalore

**April 2019 to Sep 2021**

* Providing leadership and direction to a team of operational staff involved in Cargo.
* Taking care of activities and Formalities of Export & Import
* Handling Operations Management to ensure the services are delivered as per stipulated.
* Maintained the quality performance of operational staff through constant monitoring and briefing to junior staff.
* Ensure highest standards of safety and security requirements are met and observed at all time by all the operational staff.
* Planning and managing the loading of cargo products for carriage on the assigned.
* Planning and managing the loading of cargo products for carriage on the assigned.
* Overall responsibility of the station for safety and security of cargo operations and administration of warehouse management Reconciling daily and monthly operations involving NAV finalization of the accounts for US Institutional clients also closing for the period
* Check, verify and certify the various invoices/bills raised for Cargo operational purposes.
* Ensuring all trades are timely and accurately inputted into appropriate client portfolios on a daily basis

# Line haul in charge (Operations)

### Flip kart, Bangalore

**Sep 2021 to Jun 2022**

* Manpower handling in entire shift and deployment in department wise.
* Coordinate with LH team get the vehicles as per cutoff times and required vehicles.
* Handling IRT (issue resolved team) and rise the tickets and get resolved in TAT time.
* Handling RC (return center) RTO and RVP Reconciliation.
* Follow-ups daily EOD Reports in department wise.
* Follow-ups Breaches reports and miss root and miss short shipments
* Handling Associates attendance and leave plans in department wise.
* Analyzing the day to day data and focusing the key areas, Achieving the SLA’s and monitoring the KRA’S and KPI’S, Prepared monthly productivity reports
* coordinate with FC (full filament center) along with Mother hub operation.

# Assistant manager (Operations)

### Reliance retail limited,

### (Qwik supply chain Pvt ltd) Bangalore

**Jun 2022 to Till Date**

* Handling all inbound, inventory, out bound and returns activities.
* Based upon inventory stock given appointments to vendors and getting the vehicles on on time.
* Ensuring product stock is adequate for all distribution channels and can cover direct demand from customers.
* Planning Shelf-life Audit for the perishable inventory and arranging consolidated sale for expired inventory.
* Planning Ad-hoc Vehicles for Intra-warehouse stock transfers.
* Receiving Purchase Orders planned for the day and completing Put away for the same.
* Designing Inventory layouts and Optimum Space planning & utilization for different categories.
* Collaborating with Senior Executives and warehouse staff for meeting Operational metrics according to company’s standards.
* Planning adequate Manpower and Infra for the Operational requirement.
* Handling Picking of Orders and maintaining Order Fill rate is always 100%.
* Supervision of Dispatch operations and maintaining OTD 100%
* Creating various dashboards for analyzing Operational metrics for better trackability purposes.

# EDUCATIONAL BACKGROUND:

* Mother Theresa institution of technology, Palamaner - 2014

# KEY SKILLS:

* + Better understanding on
    - Operation management
    - Logistics and ware house operations
    - Inbound, outbound & inventory management
    - Over all operations management.

# TECHNICAL SKILLS:

* + Reporting Tool - MS Word, MS Excel, TCC, SAP Bex, SAP RP5, Geneva
  + Presentation Tool - MS Power Point, Advanced MS Excel

# STRENGTHS:

* + Flexible and able to learn new trends
  + Self-Motivation and Leadership skills
  + Good interpersonal skills

# Languages Known

* + Telugu, English, Hindi, Tamil and Kannada (Read, write and speak)

# PERSONAL DETAILS

* Address for Communication : Bangalore, Karnataka
* Date of birth **:** 21th March 1993
* Hobbies **:** Spending time with family & friends,

Listening songs

**DECLARATION**:

## I consider myself familiar with the above-mentioned aspects. I hereby declare that the above said information is true to best of my knowledge and belief, if my profile incepts into the likes of the organization requirement then reach me to the above contact address.

Date:

Place: (**J Santhosh)**