



Amar Singh

Experience

May 2015 – Current

Warehouse In-charge TVS Motor Company Ltd | Ahmedabad- GJ, India

- Inspired and motivated warehouse teams in operational improvement, increasing team efficiency.
- Dispatched and assessed product quality, achieving outstanding customer satisfaction.
- Monitored and ensured team compliance with company regulations and procedures.
- Improved efficiency by 100% through supervision, training and coaching of 20 warehouse staff.
- Coached the warehouse team on FIFO monitoring.
- Trained, guided and evaluated warehouse workers, increasing performance and productivity rates.
- Managed day-to-day shipping and receiving, typically overseeing more than 50 trucks in a 24-hour period & Rail offloading operation on session period.
- Manage over 1000 SKUs including OE, Spare Parts & Accessories parts in 50K Sqft Warehouse
- Developed lasting relationships with employees, peers, upper management.
- Adhered to company audit rules during inventory counts with 100% accuracy.
- Updated customers and interdepartmental employees on critical shipments upon request.
- Provided detailed instructions for job responsibilities, safety protocols and company guidelines to new employees.
- Reduce transit damages to dealers from assigned plant/AWH thus enhancing customer satisfaction.
- Prepare & verifying Invoice, IRN & e-waybill
- Preparing QMS / MIS and VCS reports daily & monthly basis.

July 2012 – Apr 2015

Warehouse & Logistics Assistance TVS Motor Company Ltd. via Agency DCM

Vigilance & Maintenance Service Pvt Ltd. | Kolkata-WB, India

- Coached staff in proper material handling processes to reduce dispatch times & damage/scratches.
- Trained, guided and evaluated warehouse workers, increasing performance and productivity rates.
- Performed daily inspection of warehouse grounds for security and safety.
- Loaded and unloaded truck deliveries using stock systems to process and arrange orders.
- Developed and supported safe working practices to maintain hazard-free working environments.

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Professional Summary

- *Managing & oversee warehouse & Logistics operation Activities, employee & labors, inspecting goods ensure effective operation.*
- *Accomplished in maintaining smooth warehouse operations through accurate record-keeping, logistics management, planning and inter-departmental communications.*
- *Successful customer demand and sales forecasts to maintain an appropriate amount of product inventory.*
- *Successful Warehouse Manager offering strong background in supervising and mentoring warehouse and logistics Activities.*
- *Warehouse Supervisor with proven track record achieving high levels of customer satisfaction & solved the customer query.*
- *Commitment to quality. Experienced measuring effectiveness of warehouse activities and employee performance.*

Core Skills

- Leadership, Team work, Critical thinking, Problem solving, creativities, Flexibility & Emotional intelligence, Excellent communication.
- Inventory control, Logistics & Warehouse Management Supply chain management.
- 5s & Kaizen standards,
- Ability to handle pressure and meet deadlines
- SAP ERP- Module Sales & distribution, warehouse management
- Managing warehouse in compliance with company's policies and vision.

Languages:

- English, Hindi, Gujarati, Bengali

June 2009 – May 2012

Supervisor TCI Supply chain Solution | Kolkata-WB, India.

- Manages and coordinates all activities related transportation inward & outward materials.
- Managing rail operation on unloading /delivery point.
- Prepare Lorry Receipt & settles the freight cost sheet.
- Manage for pickup and delivered materials to fulfillment for retail brands of the company.
- Maintain optimal & healthy inventory at all the time.
- Quick learner with the ability to handle multiple tasks simultaneously, maintains focus, and adapt to a variety of challenges.

Education:

2023 | PGDBM-Marketing Management

Post Graduate Diploma in Business Management specialization Marketing Management | | Narsee Monjee Institute of Management Studies- Pune, MH-India.

Jan-2021 to June 2023 (2 Years – 4 Semester)

GPA 55.79%

2011 | Master of Arts- Hindi literature.

University of Rajasthan, Sepau -Dhaulpur, RJ.

Apr'2009 to Mar'2011 (2 Years Course)

GPA: 49%

2009 | Bachelor of Arts- Political Science, Geography & Hindi literature.

University of Rajasthan, Baseri -Dhaulpur, RJ.

Apr'2006 to Mar'2009 (3 Years Course)

GPA: 60.62%

2006 | 12th –Govt Sr Secondary high School.

Ajmer Board Rajasthan, Baseri -Dhaulpur, RJ.

GPA: 62.62%

2003 | 10th –Govt Secondary School.

Ajmer Board Rajasthan, Baseri -Dhaulpur, RJ.

GPA: 61.83%

Training & courses:

- TVS Leadership Competencies: Leading self Program