

AFSAL KALATHINGAL

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SUMMARY

Dynamic and results-driven professional with a BBA in Computer Applications specialized in Logistics, complemented by certifications in Logistics Management and IATA Dangerous Goods Regulations. Currently employed as a Store Coordinator in a leading retail store, leveraging strong expertise Administration Operations and Management, Material Management (SAP H/4HANA), HR Management, and Store Operations. Highly skilled in Administration Operations team coordination, and high-level management, with a proven ability to streamline processes and enhance operational efficiency.

WORK EXPERIENCE

Store Coordinator & HR Coordinator, Hyper Al Wafa Saudi Arabia **April-2025 Present**
(Western Group Of international)

- Logistics Coordination.
- Operational Oversight.
- Employee Supervision.
- MPP Tracking.
- Inventory & Logistics management..
- HR & Administrative Support.
- Reporting & Documentation.
- Facility Management.
- Store Operations Coordination.

Management Trainee/Receiver, Nesto Hypermarket **November 2024 - Jan 2025**

- Receiving & Data Entry Associate SAP (S/4HANA/DMS).
- Goods Receipt Note (GRN) Processing.
- Inventory Management.
- Supplier and Vendor Integration.
- DMS (Data Management System).
- Material Management On SAP .
- Logistics And supply Chain Management

Warehouse Management Assistant Training, Reliance **Oct 2024 - November 2024**

- Inbound and outbound Logistics.
- (WMS) Warehouse Management system.
- Shipy ERP system and Basic SAP system along with Picking and Packing.
- Warehouse operations And Coordination.

Ex intern At Sawariya Group of international Of Logistics & Warehousing **Jun 2024 - July 2024**

- coordinating inbound and outbound logistics operations.
 - (WMS) Warehouse Management system.
 - Enterprise Resource Planning (ERP) system Management.
 - Daily warehouse operations.
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PROJECT ON MARKETING

Mar 2021 - Dec 2022

- A study report on consumer behavior BRD cars

This project focuses on analyzing consumer behavior towards BRD cars, aiming to understand the key factors that influence customer preferences, buying decisions, and brand perception. The study involved collecting primary and secondary data through surveys, interviews, and available market research. Key aspects examined include consumer demographics, pricing sensitivity, brand loyalty, performance expectations, and after-sales service satisfaction

CERTIFICATIONS

- Logistics Management From FCIAL
 - Dangerous Goods Regulations (DGR)-IATA
 - Internship Certificate from Sawariya Group of Industries (Logistics and Warehouse Management)
 - Procurement and Logistics Certificate from Chartered Institute of Logistics & Transport (DisasterReady.org)
 - Young Industry Enthusiast - Retail Infosys
 - Presentation Skills Course TATA TCS iON
 - Inventory Management course from HP Life
 - Supply Chain Planning and Scheduling" course from TATA TCS iON
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LANGUAGES

- English
 - Malayalam
 - Hindi
 - Tamil
 - Arabic
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SKILLS

- **Technical Skills:**
Advanced Microsoft Excel
(VLOOKUP, Conditional Formatting, Charts, Data Validation)
 - Material Management System - ERP Systems
 - SAP (H/4HANA)
 - WMS System
 - All Other Microsoft Related Systems
 - **Soft Skills:** Problem-Solving, Time Management, Communication Skills, Analytical Thinking, Team Collaboration, Decision-Making Under Pressure, Customer Service Orientation
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