

## **Pushpendra Kumar**

**kushwahapushpendra464@gmail.com**

**Mob – 9450288783**

An Operation professional with over 5 years 4 Month of rich and varied experience in Supply Chain Management, Operation Associate with organization of repute, excellent communication and customer handling skills. Understanding the customer needs and provide customized solution. Good in designing various strategies to fulfill the customer requirements and service level.

### **Transport Sr. Executive at Reliance Retails Limited 23 Jan 2023 To till Date.**

- ◆ I am lead a Transport Department in Swadesh & Qalara DC Sultanpur and absences of Inventory manager, Also I am the lead of Inventory department.
- ◆ Daily Ops. Monitoring on SAP.
- ◆ Planning work in warehouse.
- ◆ Monitoring of the execution team.
- ◆ Check the require Document like Tax Invoice & E-Way bill.
- ◆ Proceeding for Outward with completing Dispatch.
- ◆ Close the SIT on time coordinate with Store Or DC.
- ◆ Move the Outward stock Store wise, location wise & complete the Shorting process,
- ◆ Taking care of Putaway, Cycle Count, Picking & Packing.
- ◆ All process the consumables Stock (GRN, PR creation, PR release, PO Creation, STO Creation, STN, Stationery, Packing material & Conception booking).
- ◆ Checked the Invoice of Transport bill with agreement provision sheet.
- ◆ Coordination with Courier Partners, Transporters & Drivers.
- ◆ Daily allocation and monitoring of tasks and duties.

### **Executive at Stellar Value Chain Solution Pvt Ltd Customer Fabindia 09 Oct 2021 to 04 Jan 2023.**

- ◆ Taking care of Picking, Putaway and inventory Department.
- ◆ Create Invoice and prepare documents for outward.
- ◆ Responsible for daily outward targets.
- ◆ Coordination with cargo services for daily stock dispatch.
- ◆ Look after the Outbound process and team members to ensure all targets are achieved for Goods in Dispatch Department.
- ◆ Daily allocation and monitoring of tasks and duties.
- ◆ Monitoring of SAP.

## **ARCOS SKILL MANAGEMENT SERVICES Pvt. Ltd. Customer (Fabindia) 04 Sept 2020 to 08 Oct 2021.**

### **Supply Chain Management**

- ◆ Check the require Document like Tax Invoice.
- ◆ Proceeding for Outward with completing Dispatch.
- ◆ Move the Outward stock Store wise, location wise & complete the Shorting process,

### **Coordination & follow up**

- ◆ Handled Logistics department for FABINDIA.
- ◆ Daily allocation and monitoring of tasks and duties.
- ◆ Taking Care of Outbound process and team members to ensure all targets are achieved for Goods in TO and Dispatch department.
- ◆ Control in delivery and pick up cost.
- ◆ Checking the acknowledgment of delivery POD's.
- ◆ Ensure timely closer of customer complaint.
- ◆ Making E Way Bill and Report and send it to senior and Transporter.

### **Training & Motivation of Team**

- ◆ Training to team member on various new process & practice.
- ◆ Identify and resolving problems in day-to-day activities of team members.

### **Operation Management**

- ◆ Warehouse management, Stock management, Shipping, and invoicing.
- ◆ Monitoring of Fab-connect & WMS

## **INDI ARYA LOGISTICS LTD (TOP CLASS) Customer (MAX DC Bhiwandi) 1 July 2018 to 31 Aug 2020.**

### **Coordination & follow up**

- ◆ Handled Outward department for MAX
- ◆ Daily allocation and monitoring of tasks and duties.
- ◆ Look after the Outbound process and team members to ensure all targets are achieved for Goods in Dispatch and Tagging department.
- ◆ Control in delivery and pick up cost.
- ◆ Checking the acknowledgment of delivery POD's.
- ◆ Monitoring of POD'S.
- ◆ Ensure timely closer of customer complaint.

### **Training & Motivation of Team**

- ◆ Training to team member on various new process & practice.
- ◆ Identify and resolving problems in day to day activities of team members.
- ◆ Motivating team members to achieve various task/goal.

## Operation Management

- ◆ Warehouse management, Stock management, Shipping, and invoicing.
- ◆ Monitoring of BIP & WMS.

## SKILLS -

- ◆ Strong team collaboration skills.
- ◆ Good command over Microsoft Office (Word, Excel and PowerPoint) & SAP (Systems, Applications & Products in Data Processing).

## INTERPERSONAL SKILLS -

- ◆ Ability to rapidly build relationship and set up trust.
- ◆ Confident and determined.
- ◆ Ability to cope up with different and difficult situations.
- ◆ Work continuously in positive manner for getting the goal.

## Academic Credentials:

- ◆ High School: From UP Board in 2009.
- ◆ Intermediate: From UP Board in 2011.
- ◆ B. Sc. in Maths & Physics from B. U. Jhansi University, Uttar Pradesh.
- ◆ M. A. in Hindi from B. U. Jhansi University, Uttar Pradesh.

## Personal Details

❖ Name:	<b><u>Pushpendra Kumar</u></b>
❖ Date of birth:	01-05-1994
❖ Gender:	Male
❖ Marital Status:	Un-Married
❖ Religion:	Hindu
❖ Languages known:	English, Hindi,

❖ Location Preference:	Uttar-Pradesh
❖ Contact Address:	Village -Post -Kaithi Hamirpur Pin code 210507 (UP)

I will be glad to discuss my future career growth with your esteemed organization. Please feel free to contact me at the Address /Contact No. Mention in my resume.

**Date. ....**

**Place. ....**

**Pushpendra Kumar**