

Nand Kishor Shukla

Village : 120 Madara Mukund Pur Sirsa Meja
Prayagraj Uttar Pradesh

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CAREER SUMMARY

- ➔ A dynamic professional with nearly 5 years of experience in E-commerce & Operations & Logistics & warehouse and Supply chain Management etc
- ➔ where demonstrated abilities and developed or streamlined systems with proven ability to enhance.
- ➔ operation effectiveness and meet operational goals within the time & quality parameters.

Key Skill

- ➔ Operations Management, Warehouse Management, Vendors Management, People management, inventory Management, Continuous improvement.

Work profile

- ➔ Work effectively with diverse groups of people
- ➔ Ambitious and committed to excellence.
- ➔ Committed to deadlines and schedules.
- ➔ Positive Attitude, Self-Confidence, Calm temperament, Good Interpersonal relationship and Enthusiastic to learn new things and proactive in nature. Good Knowledge of cost cutting as per company policy.
- ➔ Good Knowledge of vendor cost cutting.
- ➔ Knowledge of national trucking paperwork according to destination wise needs.
- ➔ Knowledge of PAN india pin codes .
- ➔ Knowledge of paperwork .
- ➔ Skill goals accomplishment.
- ➔ Knowledge of GST paperworks.
- ➔ Team management.
- ➔ Leadership
- ➔ Effective communication skills.
- ➔ Problem solving skills
- ➔ People Management.
- ➔ Vendors management.
- ➔ Manpower handling attitude.
- ➔ Hire, train, and oversee new staff.
- ➔ Monitor inventory levels and order new items.

EDUCATIONAL QUALIFICATION

- ➔ Graduate from Kanpur university (2018)
- ➔ 10+2 passed from UP board (2015)
- ➔ 10th passed from UP board (2013)

- MBA in Operation Production and management from chauchdhary charan singh meerut University Uttar Pradesh (2022)

COMPUTER & OTHER SKILL

- Basic knowledge of computer application (MS OFFICE)
- Making the MIS report of any Project
- MS OFFICE (word, excel, powerpoint, MS access,)
- Internet explorers , good mail acknowledge , knowledge of (DCA, ADCA, ADFA)
- Mail queries & knowledge of ERP

LANGUAGE PROFICIENCY

- English, Hindi.

EMPLOYMENT HISTORY

Organization-Flipkart india PVT LTD

Duration & Designation :- From April-2021 to till date As a senior Shift in-charge .

Role and Responsibilities:-

- Damaged & loss RCA
- Audit daily basis & weekly and monthly as per inventory requirement .
- Dump handover to vendors on daily basis.
- Daily works on expired and damaged products.
- Inventory management
- Deliver excellent service to ensure high levels of customer satisfaction. → Motivate the sales team to meet sales objectives by training and mentoring staff. → Create business strategies to attract new customers, expand store traffic, and enhance profitability.
- Hire, train, and oversee new staff.
- Respond to customer complaints and concerns in a professional manner.
- Ensure store compliance with health and safety regulations.
- Develop and arrange promotional material and in-store displays.
- Prepare detailed reports on buying trends, customer requirements, and profits. → Undertake store administration duties such as managing store budgets and updating financial records.
- Monitor inventory levels and order new items.
- Daily basis work on RVP and RTO how to reduce as per company target Maintain the invoice records of vendors.
- Temperature records maintain of warehouse and freezer and chiller for For frozen Items
- F&V Items maintain the warehouse capacity
- Work on 5S process
- Maintain last mile 3PL records
- 3PL data and metrics analysis
- vendors fill rate share to management.
- Managing COD records of 3PL team
- Vendors receiving accuracy
- Vendors management
- Roster plan of FTC & FA according OPS requirement.
- Handling 6000+ vertical daily basis including F&V and grocery and non large product.
- Emergency & expedite transport arrangement.
- Coordination with FC team for vehicle planing FC to store & store to FC
- Managing 500+ orders per day from the store with the 3PL team .

Past Experience

Organization – RIVIGO SERVICES PVT LTD

Duration & Designation - From Aug-2018 to March-2021 till date as Team leader.

Role and Responsibilities:-

- ➔ Leading a core team of 120 people working in a setup of 10 branches spread across UP-west region along with one Processing Hub at Noida.
- ➔ Responsible for entire site metrics including Operations, Safety, Maintenance' & Legal compliances.
- ➔ Leading the cluster with key metrics of SDD>90%.
- ➔ Responsible for cluster level DEPS for Zoom business of Noida. HIGHLIGHTS
- ➔ Significantly improved SDD performance from 80% to 95%.
- ➔ Developed & successfully implemented a process across shifts in PC to reduce the Line Haul unloading loading well from 4 SHrs to 2 SHrs.
- ➔ Doubled the overall cluster OA productivity from 3.2T/Day to 6.5T/Day.
- ➔ Improved the overall LH utilization from 65% to >80% and sustaining it from last three months.
- ➔ Started shop floor management system in PC to reduce shortages from >20/week to zero.
- ➔ Route planning & delivery planning & executing according to received pickup & upcoming load for our OU.

- Adhoc vehicle hiring & planning for bulk and dence load.
- Cost cutting as per company policy.
- BP record maintain.
- Delivery data 100% update by EOD on daily basis.
- Customer relationship with major clients.
- POD managements
- pickup adherence .
- Clients visit for load volume increase .
- Working on aging C/ment & cooling C/ments
- Maintain connection cut off.
- Manpower collaboration
- Delivery partner collaboration weekly and monthly .

Organization- SPOTON LOGISTICS PVT LTD

Duration & Designation -From May-2017 to July-2018 till date operation Executive.

Role and Responsibilities:-

- Share the all outbound & inbound report to management on daily basis.
- Vehicle utilizations & maintain vendor connection & cut-off ops.
- Know info closer of POD & data on daily basis & monthly basis with CT team .
- Keeping the record of outbound & inbound dispatch daily basis & monthly basis also.
- Lead a team of 60 people for steady state volumes and up to 20 people for peak volumes
- Responsible for entire site metrics including Operations, Safety, Maintenance & Legal compliances.

SALARY DETAILS.

4.50 lacs P.A

PERSONAL DETAILS

- **Father's Name :- Ravi Shankar Shukla**
- **Mother s Name:- Durgavati Devi**
- **Date of Birth :- 05-10-1998**
- **Nationality :-Indian**
- **Religion :- Hindu**
- **Marital Status :- Married**
- **Languages known :- English, Hindi**
- **Hobbies :-Reading stories**

MY POSITIVE POINTS.

- Free to share my knowledge with the team and also motivate others to help the needy one in the team, remain ready to learn from my mistakes and learn from others.
- **Date:...../...../.....**

Signature

Nand Kishor Shukla