

Professional Experience

Manager, Operations & Warehouse - World Marketing Group Pte Ltd (April 2019-Current)

- Reporting to the President and Director of Business Engineering while managing the facilities and its operations in Singapore and Malaysia which includes last mile delivery, warehousing & fulfilment, print & production, mail & merchandise delivery, import & export
- Ensure all operations are well planned, optimized, and enhanced from manpower, technology and resource management, efficient and effective service provided for the clients
- Maintain relationship with vendors and contractors, manage production planning, source suppliers, vehicle fleet, oversee and improve costs and overall logistics
- Manage clients inventory level accuracy and maintenance of WMS
- Track, monitor and control incoming/ outgoing Land, Air & Sea freight shipments
- Successfully plan and execute warehouse relocations within stipulated timeline
- Manage and oversee the entire process of ad-hoc/ monthly/ bimonthly projects
- Maintain operational SOP's and contingency plans, employee boarding, training & leave management
- Plan and co-ordinate daily collections at clients' facility for consolidation and dispatch in WMG facility, optimize stops en-routes to increase drivers' efficiency, and resources to reduce operating cost
- Overall reporting headcount: >50

Manager, Warehouse - Wan Tai & Company Pte Ltd (May 2018-April 2019)

- Manage and evaluate work performance, ensure utmost efficiency and effectiveness within established timeline, cost, quality and ensure stringent safety regulations and protocols always adhered to
- Manage and oversee daily operations - track, monitor and control incoming Sea freight shipments, inventory maintenance and route planning
- Successful warehouse relocation – planning, layout, and execution
- Overall reporting headcount: 12

Team In-Charge, Delivery Operations – Veloce Tranz Pte Ltd (January 2012-February 2015)

- Manage weekly shift-work plan, ad-hoc projects, and route planning
- Service receipts and remuneration management
- Overall reporting headcount: >20

Education & Achievements

Diploma in Logistics & Operations Management

School of Business, Temasek Polytechnic (April 2013-2016)

- Commendation for Final Year Project by Geodis Wilson Singapore Pte Ltd, recommendations include Process Improvement, Optimize Manpower Resource & Maximise Warehouse Space
- Student Internship Programme as Procurement Intern at Goodyear Orient Company Pte Ltd which job responsibilities include tabulation of market conditions for containership indices (SCFI/CCFI), Drewry Container Freight Index (CFRI) and market development rates of oil price trends (Crude WTI, IFO380/180, MGO), Incoterms - shipping lane information updates in Ocean Routing Guide, trade lane analysis and current market trends of containership/ crude oil prices. Also actively involved in the Price Matrix Project and assigned to assist in carrier coverage ports and routes

Higher Nitec in Integrated Logistics Management

School of Business, Institute of Technical Education College East (April 2011-March 2013)

- Director's List Top 10%, Certificate of Academic Achievement Top 25%, Edusave Merit Bursary
- Commendation for Student Internship Programme as Logistics Intern at F1 Recreation Pte Ltd which job responsibilities include planning and disseminating work order to technicians, scheduling and preparing quotations for monthly servicing and maintenance of fitness equipment

National Service - Singapore Police Force - Public Transport Security Command (TransCom)

Group Leader – Sergeant 2 Foot Patrol Officer (May 2016-May 2018)

Provost Officer (May 2018-Current)

- Most Outstanding Officer Award, Best Group Leader, Best Crew Member
- Director's Commendation, Commander's Award, Hall of Fame for Most Reactive Arrests
- Responding and incidents management, gather intelligence to assist probes and investigations through CCTV analysis and data screening as well as profiling subjects and articles that raise suspicion through Behavioural Assessment Screening System
- Currently serving reservist as a Provost Officer which responsibilities include fair judgment in assessing cases during PNSMen Charging and Disciplinary Sessions

Licenses & Computer Literacies

- Class 2B, 2A, 2, 3, 4 Driving License & Singapore Police Force Driving Permit
- MF-LOG-106E-2 Operate Forklift by Singapore Workforce Skills Qualifications
- Microsoft Office/ Excel/ Outlook, Tradenet, SAP, MAPICS, WMS, ERP, MRP, MPS, IMS, Custom Duties and GST, Trade Permit, Oceans Routing Guide, APACC, CoolAsia, Magento

Availability & Expected Salary

Immediate/ SGD 3800, Negotiable