

Address :
Contact :
Email :

NRIC :
Age :
Marital Status :
Childrens :
Race : Javanese
Religion :
Country of Birth : Singapore
Availability : 1 Month Notice

EDUCATION

Qualification : Higher Nitec
End Year : 2009
Course of Study : Electronics Engineering
Location : Singapore
School : ITE College East Simei

Qualification : GCE "O" Level
End Year : 2006
Location : Singapore
School : Bedok Green Secondary School

OBJECTIVES

5+ years of experience in Warehouse Supervisor is seeking to advance and further my skills in a fast-growing field, gaining more knowledge and experience to provide for myself family and also to play my part in the advancement of the company.

CORE COMPETENCIES

. Leadership
. Communication
. Time Management
. Job delegation
. Safety Management
. Data Management
. Inventory Management
. Problem Solving

SKILLS

. Microsoft Office (Outlook,Excel,Words)
. Proficient with data entry and inventory software and systems
. Excellent verbal and written communications skills
. Ability to meet deadlines
. Inventory control & techniques
. Warehousing space utilization
. Monitoring inbound Flights/Shipments & overall warehouse performance
. Operation of a forklift and other assigned vehicle and equipment.

Language

English
Malay

Proficiency

: Speak and Write
: Speak and Write

PROFESSIONAL EXPERIENCE

Name of Organization : Nippon Express (Singapore) Pte Ltd
Work Location : 40 Alps Avenue, Singapore 498781

Service Type : Private / Others

Designation : Duty Manager/Warehouse Senior Supervisor

Nature of Business : Supply Chain

Job Specification : Warehouse / Operations

From : Jan-14 **To** : Current

Employment Type : Permanent Full Time

Salary Nett : SGD 3,500

Brief Description of Job Duties : Setting goals for performance and deadlines in ways that comply with company's plans and vision.
: Supervise and assist on warehouse operations.
: Organizing workflow and ensuring that employees understand their duties or delegated tasks.
: Monitoring & Manage pre-alerts for all inbound shipments.
: Lead communications with internal/external stakeholders.
: Coordinates with 3PL on all aspects of airfreight warehouse operations.
: Manage processing of cheque requisitions and requests to invoice for all aspects of warehouse and clearance arrangement.
: Operate and demonstrate use of specialized warehouse equipment as necessary; assure proper and routine maintenance and servicing of warehouse vehicles and equipment.
: Administrative activities concerning the, processing, documentation and handling of all incoming shipments.
: Ensure compliance with customer's Standard Operating Procedures
: Handle all customers enquiries timely and effectively
: Track and monitor shipments status and inform customer accordingly

Reason For Leaving : Seeking for better career progression and prospects, taking into consideration in salary.

Name of Organization : RedMart Limited

Work Location : 42D Penjuru Road, HSL Waterfront@Penjuru, Singapore

Service Type : Private / Others

Designation : Subcon - Delivery Assistant

Nature of Business : Online groceries delivery

Job Specification : Delivery Assistant

From : Jan-13 **To** : Dec-13

Employment Type : Contract - Pemanent

Salary Nett : SGD 2000.00

Brief Description of Job Duties : Assist with the loading/unloading of goods.
: Delivery orders from warehouse to customer (door to door)

Reason For Leaving : End of Contract

Name of Organization : Speedway Logistics & Transportation (S) Pte. Ltd.

Work Location : dnata Cargo Center @ 45 Airport Cargo Rd

Service Type : Private / Others

Designation : Operation Admin

Nature of Business : Import Documentation

Job Specification : Administrative

From : Jan-09 **To** : Jan-10

Employment Type : Permanent Part Time

Salary Nett : SGD 1,500.00

Brief Description of Job Duties : Segregation of AWB as per cargo agent

Reason For Leaving : NS Enlistment

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