




# BRIJESH SHAJI


## SUPPLY CHAIN & LOGISTICS PROFESSIONAL

WAREHOUSE OPERATIONS | LOGISTICS COORDINATION | INVENTORY CONTROL | TEAM LEADERSHIP | END-TO-END SUPPLY CHAIN

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### PROFESSIONAL SUMMARY

Dynamic and results-oriented Supply Chain Logistics professional with a proven track record in optimizing warehouse operations, logistics coordination, and inventory management within fast-paced retail distribution and third-party logistics (3PL) environments. Combines hands-on operational experience with a strategic understanding of end-to-end supply chain processes. Demonstrated ability to lead teams, enhance efficiency, and ensure the seamless flow of goods from inbound receipt to final customer delivery. Currently seeking a **Section Incharge / Warehouse Supervisor** role to leverage expertise in driving operational excellence and contributing to strategic supply chain objectives.

### CORE COMPETENCIES

- Warehouse & Distribution Center Operations:** Expert in overseeing comprehensive warehouse functions including inbound, outbound, and inventory operations. Proficient in scheduling, labour management, and ensuring the efficient, safe handling of goods within high-volume retail distribution settings.
- Logistics Coordination & Transportation Management:** Adept at end-to-end logistics coordination, from document clearance and customs paperwork to managing multi-modal transportation (road, air, train cargo) and optimizing last-mile delivery schedules to meet stringent deadlines.
- E-Commerce Fulfillment & Digital Inventory Synchronization:** Hands-on experience in supporting e-commerce operations through direct management of online product listings, real-time inventory updates across sales channels, and analysis of consumer feedback to align stock levels with digital demand signals.
- Inventory Control & Accuracy:** Proven expertise in implementing rigorous inventory control procedures, conducting quality checks, and maintaining high levels of record accuracy through systematic cycle counting and ERP data management.
- Supply Chain Documentation & Compliance:** Highly skilled in generating and managing critical supply chain documentation, including Bills of Entry, Commercial Invoices, and other customs clearance documents, ensuring full regulatory compliance.
- Vendor & Third-Party Labour Management:** Experienced in procuring and managing external resources, including the strategic hiring of temporary labour and transportation vendors, to dynamically scale operational capacity and meet fluctuating demand.
- ERP & Warehouse Management Systems:** Functional proficiency in SAP ERP and MS Excel for managing inventory records, analyzing data, and streamlining operational workflows to enhance productivity and reporting accuracy.
- Team Leadership & Operational Training:** Natural leader with experience in supervising teams, mentoring new hires, and fostering a collaborative, disciplined work environment. Certified in corporate Trainer Development Programs to build team capability and ensure adherence to SOPs.

### PROFESSIONAL EXPERIENCE

**Jashanmal National LLC | Jebel Ali Freezone, Dubai, UAE**  
*Leading retail conglomerate with a proprietary logistics network spanning freight-forwarding and warehousing.*

**Warehouse Section In charge | Mar 2024 – Present**

- Support the Warehouse In charge in the day-to-day management of a high-volume distribution center, ensuring all operational targets for inbound, outbound, and inventory accuracy are met.

- Generate and verify critical shipping and customs documentation, including Bills of Entry and Commercial Invoices, to facilitate smooth customs clearance and compliance.
- Conduct daily operational briefings and supervise the performance of third-party labour teams to ensure adherence to safety protocols, quality standards, and productivity goals.
- Plan and schedule the strategic placement of incoming containers within the warehouse layout, optimizing space utilization and accessibility for future order cycles.
- Orchestrate outbound logistics by proactively sourcing and managing a fleet of external trucks to handle peak delivery volumes, ensuring on-time dispatch.
- Design and deliver operational training for new joiners as a company-certified trainer, enhancing team competency and accelerating onboarding efficiency.

### **Bullet Logistics India Pvt Ltd, Bengaluru, India**

*A multi-modal 3PL provider offering air cargo, train cargo, road transport, warehousing, and distribution services.*

#### **Logistics Coordinator | 2023 – 2024**

- Executed precise order picking and verification processes for hundreds of SKUs against picking labels and delivery notes, maintaining a high standard of order accuracy for diverse clientele.
- Managed the accurate receipt, inspection, and systematic put-away of incoming goods, ensuring immediate inventory record updates and optimal storage conditions.
- Conducted regular quality assurance checks on delivered items using scanning technology, promptly escalating discrepancies to Team Leaders to minimize inventory shrinkage.
- Coordinated the efficient transportation of inventory and materials between multiple facilities, supporting seamless internal logistics and milk-run operations.
- Supported digital operations by supervising and updating e-commerce website content, including over 100 product listings and real-time inventory status, to reflect accurate stock levels.
- Analyzed consumer product reviews and sales data to assist in forecasting stock requirements and evaluating the effectiveness of promotional campaigns.

## **EDUCATION**

**Diploma in Logistics Operation and Supply Chain Management** | UPES Dehradun University | 2022 - 2023

**Bachelor of Business Administration** | University of Mysore | 2019 - 2022

## **CERTIFICATIONS & PROFESSIONAL DEVELOPMENT**

**Trainer Development Program** | Jashanmal National LLC | 2025

**Free Zone Industrial Operations Awareness** | Jashanmal National LLC | 2025

**Introduction to Soft Skills** | Tata Consultancy Services (TCS) | 2023

**Communication Skills** | Tata Consultancy Services (TCS) | 2023

## **TECHNICAL PROFICIENCIES**

**Software:** SAP ERP, Microsoft Office Suite including Advanced Excel, WMS

**Languages:** English, Malayalam, Hindi

## **OTHER DETAILS**

**Nationality:** Indian

**Date of Birth:** 24<sup>th</sup> Nov 2001