



# KRISHNA PRASAD TP

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## PROFESSIONAL SUMMARY

Dedicated and detail-oriented Logistics and Supply Chain Professional with hands-on experience in courier operations, logistics coordination, business development, inventory control, and warehouse management. Holds a Postgraduate Diploma in Logistics & Supply Chain Excellence (CILT UK) and a Bachelor's in Business Administration (BBA). Demonstrates proficiency in procurement processes, freight forwarding, last-mile delivery, inventory optimization, order processing, and supply chain planning. Adept in using MS Excel, shipment tracking systems, and documentation management tools. Known for operational efficiency, vendor coordination, cross-functional collaboration, and excellent time and resource management. Committed to supporting end-to-end supply chain logistics and improving KPIs such as on-time delivery, cost reduction, and customer satisfaction in dynamic, fast-paced environments.

## WORK EXPERIENCE

### Operations Executive

Jul 2022 - Mar 2024

DTDC Courier – Kerala

- Managed end-to-end courier operations including inventory control, transportation coordination, and customer support.
- Monitored and recorded inbound and outbound shipments, ensuring accuracy and timely delivery.
- Supervised warehouse tasks such as stock handling, order documentation, and team coordination.
- Applied logistics systems knowledge to optimize shipment tracking and documentation processes.
- Coordinated with drivers and logistics partners to resolve operational challenges swiftly.
- Maintained communication with clients to update order status and resolve shipment-related queries.

### Procurement Officer

Apr 2024 – Apr 2025

Aiden Fruits International Pvt Ltd - Kerala, India

- Acquiring goods or service for an organization, often from external suppliers
- Identifying potential suppliers, evaluating their capabilities, negotiation contracts, and maintain positive vendor relationship.
- Negotiation favorable pricing, tracking expenses, and identifying opportunities for cost savings without compromising quality.
- Monitoring stock levels, forecasting demands and coordinating timely replenishment.
- Generating reports on procurement activities, analyzing data, and providing insight to management.

## EDUCATION

### Post Graduate Diploma in Logistics & Supply Chain Excellence

2022 - 2023

Chartered Institute of Logistics & Transport (CILT) - UK  
(Level 6 Accredited Program)

### Bachelor of Business Administration (BBA)

2019 - 2022

University of Calicut, Kerala, India

### Higher Secondary (Science)

2017 - 2019

Kerala Board of Higher Secondary Examination

### Secondary School Leaving Certificate (SSLC)

2017

Kerala Board of Public Examination

## PROFESSIONAL DEVELOPMENT & TRAINING

- International webinar on Railway Logistics by Mr. Jon Harris - Professional Development Coordinator, CILT UK
- International webinar on Dangerous Goods & DFT by Ms. Reshma Yousuf - Key Consultant, Trainer & Director, CLLB, CILT UK

## CORE COMPETENCIES

- Logistics & Supply Chain Coordination
- Courier & Transportation Management
- Inventory Control & Warehouse Optimization
- Procurement & Vendor Relationship Management
- Order Fulfillment & Documentation Compliance
- Process Improvement & Lean Principles
- ERP & Logistics Software (SAP, TMS)
- Data Analysis & Reporting (MS Excel)
- Cross-Functional Team Leadership
- Time Management & Decision Making

## TECHNICAL SKILLS

- Microsoft Excel (Pivot Tables, VLOOKUP, Data Modeling)
- Microsoft Word & PowerPoint
- ERP Systems (SAP MM, TMS, WMS Modules)
- Warehouse Management Software (barcode scanning, cycle counting)
- Advanced Internet and E-mail Systems
- Basic Knowledge of RFID and IoT in Logistics

## LANGUAGES

- English
- Hindi
- Tamil
- Malayalam