

# THALHATH KODINHIPURATH

LOGISTICS & WAREHOUSE MANAGEMENT  
LAST-MILE OPERATIONS MANAGEMENT  
RETAIL & FMCG OPERATIONS  
MBA IN FINANCE & MARKETING



## CONTACT

- +971 55 8456083
- thalhath1370@gmail.com
- Dubai - UAE
- Visit Visa
- Immediately Available

## EDUCATION

### VISVESVARAYA TECHNOLOGICAL UNIVERSITY - KARNATAKA, INDIA

Jul 2016 – Jun 2018  
MASTER OF BUSINESS ADMINISTRATION

### UNIVERSITY OF CALICUT - KERALA, INDIA

Jun 2012 – Mar 2015  
BACHELOR OF COMMERCE

### AL JAMIA AL ISLAMIYA

Jun 2015 – Mar 2016  
POST GRADUATE DIPLOMA  
ENGLISH & ARABIC TRANSLATION

### GHSS VAZHAKKAD

Jun 2010 – Mar 2012  
HIGHER SECONDARY - COMMERCE

## SOFTWARE SKILLS

- MS OFFICE
- MDS (MASTER DELIVERY SCHEDULE)
- DARWIN BOX (HRMS)
- NEWTON (HRIS)
- JDA (WMS)
- ORACLE (WMS)
- AWS (LAST-MILE WMS)
- MS EXCEL (VLOOKUP)

## LANGUAGES

- English
- Hindi
- Arabic
- Tamil
- Malayalam

## PROFILE

Experienced Logistics, Warehouse & HR Specialist with 5+ years of proven expertise across the GCC in logistics operations, inventory management, logistics, supply chain and transportation coordination. Proficient in warehouse management systems and logistics software. Strong commitment to safety compliance and continues process improvement. To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills. Seeking a challenging role in the UAE logistics, retail, FMCG, Last-Mile operations or HR sector to contribute operational efficiency and growth.

## WORK EXPERIENCE

### Danube Company Limited - Jeddah, Saudi Arabia

Logistics & Warehouse Supervisor Mar - 2023 – Feb - 2025

- Directed end-to-end warehouse operations, ensuring accurate receiving, storage, picking, packing, and dispatch with applying FIFO, FEFO and LIFO.
- Promoted a strong culture of safety and employee wellbeing, ensuring compliance with all company and regulatory standards.
- Analyzed operational performance and implemented corrective and preventive actions to maintain high levels of quality, productivity, and accuracy.
- Led and supported cross-functional teams across multiple shifts, handling both operational and administrative duties while building a strong, motivated team culture.
- Monitored KPIs and performance metrics, identifying process of workflow issues and implementing continuous improvement initiatives that enhanced efficiency and customer satisfaction.
- Collaborated with management to standardize shift processes, streamline warehouse workflows, and align operations with company goals.
- Utilized ERP systems integrated with Warehouse Management System (WMS) for real-time tracking of inventory, orders, and dispatches.
- Implemented ABC inventory classification to prioritize stock handling and optimize storage utilization.
- Applied Supply Distribution Center (SDC) principles to ensure efficient logistics flow between inbound, storage, and outbound operations.
- Managed Economic Order Quantity (EOQ) and Reorder Point (ROP) strategies to maintain optimal stock levels and avoid overstocking or shortages.
- Practiced 5S methodology (Sort, Set in order, Shine, Standardize, Sustain) to maintain an organized, safe, and efficient warehouse environment.
- Followed 6 Basic Warehouse Principles – accuracy, cleanliness, efficiency, safety, space utilization, and security – to improve operational excellence.
- Ensured logistics alignment with the 7Rs of Logistics – Right product, Right quantity, Right condition, Right place, Right time, Right customer, and Right cost.

### Gulf Warehousing Company (FIFA 2022) – Doha, Qatar

Team Leader Oct 2022 – Dec 2022

- Supervised and led a team of 10+ warehouse assistants, improving task efficiency and ensuring on-time daily operations.
- Coordinated with clients on stadium-specific logistics, successfully managed on time deliveries through the Master Delivery Schedule (MDS) in compliance with FIFA event requirements
- Directed Remote Search Park (RSP) operations, overseeing daily vehicle inspections and improving security check efficiency, minimizing operational risks.
- Ensured strict compliance with FIFA safety and security regulations, contributing to a zero-incident record during operations.
- Assisted in crisis management and contingency planning, ensuring uninterrupted operations during peak event periods.
- Collaborated with cross-functional teams (security, logistics, and event staff) to streamline operations and minimize delays.

## SKILLS

- Warehouse & Logistics Management
- Inbound & Outbound Logistics
- Last-Mile Delivery & 3PL Operations
- Fleet & Route Planning
- Inventory Accuracy (FIFO, FEFO, LIFO)
- Dark Store Operations
- KPI & SLA Monitoring
- ISO 9001, 14001, 45001 Compliance
- Team Leadership & Training
- E-commerce operations
- Problem Solving
- Analytical Skills
- SWOT Analysis
- Time & Task Management
- GCC Logistics Regulations
- B2B & B2C Operations
- Client Coordination
- ERP / WMS / HRMS / OMS
- Workforce Planning & Scheduling
- Procurement & Vendor Management
- RFQ & RFP Process

## CERTIFICATIONS

### SIX SIGMA ASSESSMENT

LearnTube.ai

Credential ID: DJA-B-1-1749023-0

## REFERENCE

### Maideen Shaikh

Logistics Coordinator, Danube

**Phone:**

+966 533984878

**Email:**

maideenshaikh@danube.com

### Avinash Fernandez

Senior Supervisor, GWC Logistics

**Phone:**

+972 52706928

**Email:**

avinash.fernandes@gwclogistics.com

- Generated daily and weekly operational reports, providing management with accurate data for decision-making.
- Monitored KPIs such as delivery turnaround time, workforce productivity, and resource utilization to improve performance outcomes.

## Delhivery Ltd – Kerala, INDIA

### HR Associate

Dec 2021 – Aug 2022

- Utilized the Human Resource Management System (HRMS) to streamline end to end recruitment processes, including employee ID creation, onboarding, and candidate screening.
- Conducted interviews, facilitated salary negotiations, and administered performance appraisals to ensure alignment with HR policies and organizational standards.
- Coordinated recruitment activities across departments, monitored attendance, and managed overtime data collection to generate accurate HR reports for senior management.
- Prepared and released offer letters, ensuring compliance with company policies and timely communication with selected candidates.
- Supervised and guided HR executives, driving the completion of off-roll employee placements across dispatch centres to meet workforce requirements.
- Managed the Human Resource Management System (HRMS) to maintain accurate attendance records and ensure precise employee data entry.
- Coordinated manpower deployment for dispatch centres, executing rapid and efficient hiring strategies to meet operational workforce demands.
- Implemented digital recruitment initiatives and bulk hiring strategies, improving hiring efficiency and reducing recruitment timelines.
- Oversaw employee training, retention initiatives, and engagement programs, enhancing workforce productivity and reducing attrition rates.
- Managed day-to-day office administration, including correspondence, documentation, filing systems, and record-keeping.
- Oversaw staff scheduling, attendance, and HRMS data entry, ensuring accuracy and compliance with company policies.
- Coordinated meetings, travel arrangements, and event logistics, supporting senior management and cross-functional teams.
- Prepared and reviewed reports, presentations, and official communication for internal and external stakeholders.
- Monitored office supplies, vendor contracts, and procurement of materials, maintaining cost control and availability.

## Delhivery Ltd – Kerala, INDIA

### Team Leader

July 2019 – Feb 2021

- Supervised last-mile delivery operations with a team of 30–40 staff, consistently achieving 95% on-time deliveries through effective execution and real-time tracking systems.
- Coordinated B2B, B2C, and C2C delivery operations, ensuring SLA compliance with multiple vendors, partners, and 3PL providers.
- Oversaw route planning, fleet scheduling, and dispatch management, improving delivery efficiency and reducing delays.
- Managed inventory reconciliation, trailer scheduling, and order verification, ensuring accuracy across daily deliveries.
- Led workforce scheduling, training, and performance monitoring to enhance team efficiency and reduce errors.
- Identified and resolved operational inefficiencies, implementing process improvements that boosted productivity and service quality.
- Planned and executed projects to improve delivery turnaround time, workforce utilization, and customer satisfaction.
- Tracked and analysed KPIs (OTD, RVP success, productivity metrics) to monitor performance and ensure continuous improvement.
- Generated reports and provided data-driven insights for senior management decision-making.
- Built and maintained strong relationships with vendors, riders, and clients through consistent communication and follow-ups.