

# RESUME

## ASHWITH NAIK

Logistics Senior Warehouse Operator



### CONTACT

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Address : Sonapur, Dubai, UAE

### OBJECTIVE

Highly skilled in logistics warehouse specialist with six year of experience working with logistics, warehouse, distribution, delivery goods, sales, retail, marketing.

### KEY SKILLS

- Distribution management • Problem solving
  - Team work • Planning • Leadership
  - Risk management • Customer service
- Transportation management • Operations
  - Supply chain management.

### PERSONAL INFORMATION

Name : Ashwith Naik  
Date of Birth : 19 July 1993  
Gender : Male  
Nationality : Indian  
Marital Status : Single  
Languages : English, Malayalam, Hindi  
              : Tamil, Kannada, Tulu

### PASSPORT DETAILS

Passport No : P9860790  
Visa Status : Company Visa  
Emirates Id : 784-1993-2748888-0

### COMPUTER SKILLS

- ★ Palm Software ★ View Term
- ★ Ms Office ★ Ms Excel
- ★ Outlook-Email

### WORK EXPERIENCE

I have good knowledge in a leading distribution & 3PL logistics service provider, manufacturing, retail, wholesalers, FMCG provides, and freight forwarders in the Middle East region for many renowned international brands.



#### • Senior Warehouse Operator

**Integrated National Logistics Warehouse DWC LLC**

Dubai, UAE

- ✓ Overseeing all supply chain operations.
- ✓ Organizing and managing inventory, storage, and transportation.
- ✓ Analyzing and optimizing logistical procedures.
- ✓ Reviewing, preparing, and routing purchase orders.
- ✓ Ensuring the safe and timely pick-up and delivery of shipments.
- ✓ Monitoring shipments, costs, timelines, and productivity.
- ✓ Addressing and resolving shipment and inventory issues.
- ✓ Liaising and negotiating with suppliers and retailers.
- ✓ Answering calls and dealing with customer queries.
- ✓ Responsible for assisting on a day to day production, processing orders using Warehouse Management System and scheduling shipments



#### • Logistics Warehouse Incharge

**National Trading & Developing Enterprises LLC**

Dubai, UAE

#### Main Duties and responsibilities:

- ✓ Delivery and distributing goods and materials to clients address.
- ✓ Route planning
- ✓ Checking the items received
- ✓ Transportation
- ✓ Printing and delivery barcode, delivery notes and customer address labels
- ✓ Resolving any arising problems or complaints from customer
- ✓ Loading and unloading vans, lorries and other transport vehicles
- ✓ Packaging and labelling products before they are sent out
- ✓ Preparing goods stated on the sales order
- ✓ Work very close with the sales team in sales calls by recording and reporting requested materials , prepared equipment for sales presentation

#### • Transportation

- ✓ Inspecting and vehicle condition and tracking necessary action.
- ✓ Insuring renewal of Mulkiya vehicle food and non-food passing.
- ✓ Fulfilling delivery section vehicle requirements.
- ✓ Tracking vehicle movement GPS GATEX platform and managing staff transportation.

### ● Container Clearance

- Executing all the tasks as per the requirement of all the operations department.
- Maintain registers and reports for the import and export operation.
- Updated operation of easy freight and invoicing Data Entry for Import.

### WORK EXPERIENCE

#### ● Supervisor

**DIX Group of Companies**  
Mangalore, India



Main Duties and responsibilities:

- Tracking and coordinating the receipt, storage, and timely delivery of goods and materials.
- Checking orders, bills, items received, inventory, and deliveries for accuracy.
- Maintaining records, reporting relevant information, and preparing any necessary documentation.
- Ensuring basic maintenance standards and compliance with health and safety regulations.
- Performing a daily inspection of the warehouse grounds.
- Coordinating and maintaining fleets and equipment.
- Achieving high levels of customer satisfaction through excellence in receiving, identifying, dispatching and assuring quality of goods.
- Measuring and reporting the effectiveness of warehousing activities and employee's performance.

### ACADEMIC EDUCATION

#### Diploma

Vivekananda polytechnic college, Puttur Karnataka, INDIA

#### Grade 12

Aloysius college Mangalore, INDIA

#### SSLC

Kanila Shree Bhagavathi English Medium School, INDIA

### DECLARATION

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particular

Yours faithfully,

**ASHWITH NAIK**