



# SUHAIB K N

## Objective

To obtain a position within the shipping and logistics management sector that allows me to use my knowledge and skills to be a valuable contributor to providing strategic planning that will result in the most efficient process and outcomes.

## Contact

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## Skills

- MS office
- Logistics operation
- SCM
- Petroleum logistics
- Inventory
- Warehousing
- Freight forwarding
- communication skills
- presentation and public speaking

## LANGUAGE

- English
- Malayalam
- Tamil
- Hindi

## Experience

### Sales Associate cum Inventory Assistant

Company Name | MAX fashion changanacherry  
08-2022 - 09-2023

Dedicated Sales associate cum inventory assistant with 1year of experience in customer service, sales, and inventory management. Skilled in stock control, data accuracy, and providing excellent service.

- Monitor and track inventory levels, ensure the products are in stock.
- Update and maintain inventory records to system.
- Regular inventory audits to identify missing or damaged items.
- Create purchase orders and verify quantity received.
- Promote brand for sale and preparing consolidation.

### Warehouse Associate

Company Name | DHL, Bengaluru  
07-2021 - 12-2021

Responsible for receiving and processing incoming stock and materials, picking and filling orders from stocks and shipping orders, or managing, organizing and retrieving and stock.

- Received and verified incoming shipment, ensuring accuracy and completeness.
- Unloaded, sorted and scanned products for inventory management.
- Prepared orders for shipments by packing items and affixing labels.
- Collaborated with team members to improve warehouse efficiency and productivity.
- Conduct the quality checks and products to ensure they met both company and customers.
- Assisted in inventory counting and reconciling discrepancies.

### Training Programme

Company Name | Akash Logistics, Cochin  
03-2021 - 04-2021

Completed training programme for petroleum logistics. This training course covers the transportation, storage, and distribution of oil, gas and petroleum products. Logistics and solutions associated with the movement of these products from production sites to refineries, storage facilities, and end-users.

### Internship Project

Company Name | Winsho Logistics Service Cochin  
02-2021 - 03-2021

Assisting the logistics operation team in implementing distribution process, optimization, conducting daily audits, interacting and providing support to the logistics staff, partnering with internal customers to identify and document cost saving initiatives, tracking and report key performance indicators, assisting in safety monitoring, providing root cause and improvements to logistics measures and other indicators.

## Education

### Diploma In Shipping And Logistics

GCK College Kottayam

### Senior Secondary School Education

NSS Higher Secondary Changnacherry