CURRICULUM-VITAE

##### DEVESH KUMAR

***Present Address : H.No-B230, Street No-3 Shalimar Village, DELHI 110088.***

* + 91 – 9953279127

Email : devesh.kumar286@gmail.com

**E-commerce & Corporate Operation Warehouse Manager**

***Order Processing. Team Management. Stock Update. Warehouse Management.***

#### CAREER OBJECTIVES

To obtains a leadership role and improve my Warehouse management skills or improve my Warehouse analysis skills or get a deeper understanding of Warehouse management in your esteemed organization

**Competencies**

* Over 11 years of experience in Warehouse & Inventory Management.
* Previous working with Ambrane India Pvt. Ltd, Kundli as Senior Warehouse Manager.
* Hardworking, Dedicated, Loyal & Open minded, Effective in team work.
* Advance Working knowledge MS office.
* Stock Level Management.
* Warehouse Team Management.
* Team Building & Leadership.

**Last Working from Oct’2017 to 31 March - 2020**

**1)** Organization : **Ambrane India Pvt. Ltd.**

Duration : September -2017 to 31 March -2020

Position : Sr. Warehouse Manager

Reporting : Director& Vice President (V.P)

**Career Insight**

Ambrane India Private Limited, New Delhi Warehouse Manager

Ambrane India Private Limited is majorly in Business Services business from last 7 years and currently, company operations are active. Current board members & directors are ASHOK RAJPAL, SANJAY RAJPAL, DINESH RAILHAN, SACHIN RAILHAN.  
  
Company is registered in Delhi (Delhi) Registrar Office. Ambrane India Private Limited registered address is Unit No. AN-203, D Mall, Plot No. A1, Netaji, Subhash Place, Pitampura New Delhi North West 110034 India.

**Responsibility**

* Looking after the stock inward and out wards in warehouse.
* Coordination with Supplier for the timely dispatch of Shipment.
* Managing the efficient receipt, storage and dispatch of a wide range of goods from the warehouse.
* Implementing specific customer packaging requirements.
* Working with supervisors to improve staff performance.
* Investigating any inventory Monthly Stock Audit.
* Operating automated warehouse storage and retrieval systems.
* Planning future warehouse capacity requirements. Setting aside storage areas for new stock.
* Coordinating racking and storing.
* Ensuring products are stocked correctly and safely. Analysis of the daily logistics issues.
* Alert of all small activities and action for / against the negative points.

**2)** Organization : **Pathways Marketing Pvt. Ltd.**

Duration : October-2013 to August 2017

Position : Warehouse Manager

Reporting : Director& Finance

|  |  |
| --- | --- |
| **Department** | **Warehouse** |
| **Description** | Works on the basis on online shopping websites Exp: Snapdeal, Flipkart, Paytm, Amazon, Homeshop18, Naaptol, Pepperfry, Infibeam, Shopclues, Myntra, etc. Stock delivery to Distributor & Retailer & Online Sales of the Company. Looking Daily Transactions Cash and Bank |
| Role |   Coordination with Supplier for the timely dispatch of Shipment. |
|   Order Processing, Packaging and Stock update in google drive excel sheet. |
|   Keep unauthorized persons out of the warehouse. Being on call for any emergencies. |
|   Facilitating effective communication within the team and across the site. |
|  Monthly meeting with all logistics member and analysis of their issues for the resolution. |
|   Supervise and coordinate the unloading of inbound shipments. |
|   Orderly stacking of product and the picking and staging of outbound shipments. |
|   Managing a team of up to 20 employees within the warehouse. |
|   Maintaining accurate staff attendance records. |
|   Implementing new projects. |
|   Leading, motivating, training and developing staff. |
|   Raised P.O for Purchase. |
|   Supervise Received purchase Material. |

**3)** Organization : Smart Baby Retail Pvt. Ltd.

Duration : May-2009 to 31 August-2013

Position : Warehouse Executive

Reporting : Director& Finance

**Career Insight**

Since Feb’2010 Smart Baby Retail Pvt Ltd, Greater Noida Warehouse Manager

**About the company:**Smart Baby Retail Pvt. Ltd was founded as a pioneer company that has brought the modern age diaper solutions to the Indian Market. Smart Baby is based out of Delhi having office difference place of India and is the sole importer and distributor of a range of environment friendly cloth diapers created by Cotton Babies, USA. CottonBabies' products are available throughout North America, Europe, Australia and now Asia.

* Manage the company logistic & optimize the logistic cost of the Company
* Stock delivery to Distributor & Retailer & Online Sales of the Company.
* Maintain records of the company contracts and MOU’s, Accounts File.
* Manage the Orders delivery to customers & meet the customer expectation.
* Raised the Quotation to Customer & follow up for the Payment & Statutory forms
* Raised all daily expenses cash voucher
* Follow up with the Sundry Debtors for the timely collection
* Prepare the Inventory MIS for finance verification
* Verify Physically Inventory report with books & inform to Management team accordingly.
* Support to Finance for the Audit Query.

# EDUCATIONAL BACKGROUND

* **Master of Commerce (M.com)-2009**

*College / University :* BRA University Agra

*Area of Specialization :* Accounts & Finance.

* **Bachelor of Commerce (B.com)-2007**

*College / University :* BRA University Agra

*Area of Specialization :* Accounts & Finance.

* **XII Standard (Commerce) -2004.**

*Board* *:* U.P Board of Allahabad.

* **X Standard (Commerce)-2002.**

*Board* *:* U.P Board of Allahabad.

#### COMPUTER SKILLS

Operating System : MS DOS, Windows 7, Windows XP and 2010

Software Packages : MS office( Word, Excel & Power Point)

Accounting : Tally ERP 9.0 Fresher

Typing : Hindi & English Speed 35wp.m

PERSONAL PARTICULARS

Father Name : Mr. Jogendra Pal Singh.

Mother’s Name : Smt. Uma Devi

Date of Birth : 27-04-1985

Nationality : Indian

Sex / Status : Male.

Marital Status : Married

Languages Known : English & Hindi

Hobbies : NetSearching& Swimming.

Permanent Addres : Shri Jogendrapal Singh Kushwah

14/478, Arya Nagar, Firozabad 283203 (U.P.)

Date: ………………..... (Devesh Kumar)