

RESUME

VINAYAKA S/O GUNASHEKHARAPPA,

**AT POST :
MAALANAYAKANA
HALLI (581119)**

RANEBENNUR (TQ)

HAVERI(Dt), KARNATAKA

E-mail: vinaygopalapur3889@gmail.com

CAREER OBJECTIVE:

To Work in a challenging environment and to dedicate my service to our Reputed organization to expose my talent and skills

PROFILE SUMMARY

- — Over 3 years of experience in Managing, Supervising Activities, Administration, Swiggy warehouse Operations in Retail Industry
- — Highly skilled in Warehouse activities like, Handling Inbound GRN, Inventory ,Outbound, Dispatch, Handling transportation, Monitoring day to day operation like Picking, Loading, Employee Motivation, Training, Controlling and Administration activities.
- Handling 60 member's team for warehouse operation.
- Handling 25 stores in south Region (KAR,TN and KL)

EMPLOYMENT SUMMARY

- Worked as Shift Supervisor in Rathat solutions (Ablecold) Pvt Ltd Bangalore (Retail Warehouse).
- Worked as warehouse manager in Alpha ace (Retail Warehouse).

WORK EXPERIENCE

SWIGGY RETAIL

Three years of Experience (04/04/2020 to 25/04/2023)

I have work experience in Logistics field (Shift Supervisor And Assistant warehouse Manager)

- Everyday Take to Cycle count Report
- Following PO for Goods ,and after GRN doing
- Comfortable with MS Office application- MS word, Excel, Powerpoint
- Maintaining the inventory,
- Handling for customer care, customer calls

I Have Work experience in Retail Warehouse – (Operation Team Leader)

Create a safe working environment for employees by putting in place safety measures to prevent accident and complications that may arise during work. Also provide safety gear to employees for protection in the event of accidents.

INBOUND

1. Supervising the unloading activity Like Expiry , Packing size and quality of the product .
2. Analyzing the RTV .
3. Verifying the GRN qty V/S Invoice qty .
4. Making Sure 100% GRN and Put-away completion on same day.
5. Coordinating with Procurement team for maintaining 100% stock availability at WH .
6. Keep records of each shipment for reference purpose .

INVENTORY

1. Doing Bin correction for maintaining inventory Bin Hygiene 100%.
2. Verifying the product Self life on daily basis .
3. By doing the Put away audit on daily basis to ensure the receiving happened 100%
4. By doing FIFO its help to reduce the unsalable .
5. Co-coordinating with liquidation team to clear the unsalable product on timely basis.
6. Cycle Count (daily inventory) , Daily do for Cycle count 40 bin
7. Before putway scheduling for bin to food items and nonfood items separately
8. Tracking for daily Damaged move to liquidation and controlling damages.

OUTBOUND

1. Making ensure 100% Fill Rate for each order .
2. Allocating manpower based on indent in perspective department .
3. Analyzing Dispatch accuracy by following 100% micro count .
4. Daily Briefing for Pickers ,scanners and packers to improve Productivity.
5. Prepare invoice for orders and deliveries as part of record keeping measures and evidence of transaction
6. Analyzing Store returns and clearing on same day.

LOADING AND VEHICLE MANAGEMENT

1. Scheduling Store wise Vehicle.
2. Planning to how to control damages loading time .
3. Update data from Vehicle and driver details to google sheet
4. Scheduling tracking device to vehicle.
5. Sound knowledge of Invoice, E-waybill and permits preparation.
6. Making sure vehicles are properly maintained
7. Inspecting vehicles
8. Arranging repairs and routine maintenance
9. Maintaining and completing accurate records
10. Keeping schedules and organizing team members
11. Ensuring that all drivers and operators have the correct, up to date qualifications

TECHNICALSKILL:

- Computeroperating
- Typewriting
- HandlingCustomer
- Problems solving

EDUCATIONALQUALIFICATION:

Course	Institution	NameOf Board / University	Yearof Passing	Overall Marks
PUC	Mothi veerappa govt collage Davanagere	StateBoard	2020	45 %
SSLC	Ranganaatha high school in HALLUR	StateBoard	2018	62 %

PERSONALINFORMATION:

Name VINAYAKA G GOPALAPURA

Sex MALE

Dateof Birth 01-09-2002

FatherName GUNASHEKHARAPPA

MaritalStatus Single

Nationality Indian

Religion Hindu

MotherTongue KANNADA

LanguagesKnown Kannada,Hindi , English,(Speaking&Writing)

DECLARATION:

TherebydeclarethattheabovefurnishedinformationisauthentictothebestofmyknowledgeThankingyou

YoursFaithfully

VINAYAKA G GOPALAPURA

DATE:PLACE:

