



FAISAL THAJUDEEN

WAREHOUSE INCHGARGE

Dedicated and results-driven Warehouse In-Charge with a proven track record in optimizing warehouse operations and implementing advanced management systems. Seeking to leverage expertise in inventory control, team leadership, and process improvement to contribute to organizational efficiency and customer satisfaction.

Professional Experience

Aug 2024

WAREHOUSE INCHGARGE

ARMS Group (Jaddaf)

- Supervise and manage overall warehouse activities, ensuring smooth and efficient day-to-day operations.
- Oversee receiving, storage, picking, packing, and dispatch of goods, maintaining accuracy and timeliness.
- Plan and execute efficient space utilization, including designing racking layouts and organizing inventory storage.
- Manage the transfer of stock between warehouses, optimizing storage capacity and accessibility.
- Recruit, train, and lead warehouse staff, fostering a productive and motivated team environment.
- Delegate tasks effectively, monitor staff performance, and provide ongoing coaching and support.
- Develop and implement standard operating procedures (SOPs) for warehouse activities.
- Introduce and maintain Warehouse Management Systems (WMS) for accurate tracking and reporting.
- Prepare and submit detailed reports on stock movements, deliveries, and warehouse activities to stakeholders.
- Coordinate with supply chain, sales, and accounts teams for seamless operations and timely deliveries.
- Ensure compliance with health, safety, and regulatory requirements within the warehouse.
- Oversee the handling of FMCG goods, ensuring proper storage and transportation conditions.
- Address operational challenges and implement solutions to improve workflow and minimize disruptions.
- Collaborate with cross-functional teams to manage near-expiry stock and reduce wastage.

Feb 2023

Jul 2024

WAREHOUSE SHIFT SUPERVISOR

New East General Trading LLC(JAFZA)

- Overseeing the operations of a 559,723 square-foot warehouse.
- Managing all aspects of warehouse operations, including receiving, putaway, inventory control, picking, packing, and dispatch.
- Supervising a team of over 100 staff, ensuring smooth and efficient workflow during assigned shifts.
- Assigning tasks and responsibilities to warehouse staff, maintaining balanced workloads aligned with operational requirements.

Contact

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Education

Bachelor Of Business Management

Diploma in Logistics & Supply Chain Management

Diploma in Warehouse Management

Certification

Certification in Warehouse Management:
(Inventory, Stock and Supply chain)

Skills

- Leadership and Team Management
- Inventory Management
- Space Optimization
- Process Development and Implementation
- Problem-Solving and Decision-Making
- Safety and Compliance
- Reporting and Analytics
- Time Management and Prioritization
- Communication and Coordination

Technical Skills

Warehouse Management Systems (WMS)

- LFS,
- YASSASI,
- SIMPLEX,
- FOCUS-7 and FOCUS-9
- ODOO
- TALLY

Language

- English
- Tamil
- Malayalam
- Hindi

- Training and onboarding new employees to ensure they are well-versed in warehouse procedures and safety protocols.
- Enforcing safety standards and ensuring all employees adhere to guidelines and use proper protective equipment.
- Monitoring inventory levels and assisting in stock rotation to optimize space and minimize waste.
- Preparing detailed performance reports for each shift, covering productivity, inventory accuracy, and safety metrics.
- Communicating with upper management to address shift performance, identify challenges, and propose improvements.
- Managing time and resources effectively to achieve shift objectives and meet deadlines.
- Overseeing the maintenance and repair of warehouse equipment, including forklifts, reach stackers, PPTs, order pickers, pallet stackers, tow tractors, and electric jack trolleys.

Dec 2019

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Jan 2023

WAREHOUSE & SHIPPING SENIOR SUPERVISOR

Heal Thmart LLC KIZAD Logistics Park

- Manage international and local shipments, including coordinating with suppliers.
- Handle freight forwarders by managing RFQs, negotiations, quote confirmations, shipping instructions, and shipment follow-ups.
- Possess in-depth knowledge of customs import permits and clearance procedures.
- Oversee warehouse operations in alignment with company policies and vision.
- Prepare payment requests for suppliers and freight forwarders and handle NPOs and NPVs.
- Supervise receiving, warehousing, distribution, and maintenance operations while ensuring smooth workflows.
- Maintain accurate stock control systems and inventory records, cross-checking locations with inventory lists regularly.
- Provide daily and monthly delivery and receipt reports to the operations manager and nearest expiry details to the sales team.
- Prepare and send discrepancy reports immediately upon identifying issues during receiving and notify higher management and suppliers.
- Monitor and manage internal transfers, including warehouse fixed assets, and ensure proper records for GRNs, purchase returns, sales returns, and other warehouse-related documents.
- Assign tasks to warehouse staff and oversee the proper placement of items from receiving areas to bins.
- Plan future warehouse capacity requirements and maximize warehouse space utilization efficiently.
- Coordinate effective delivery planning across seven emirates, optimizing transportation costs.
- Ensure timely fulfillment of item requirements from logistics for delivery.
- Enforce health, safety, hygiene, and security standards in the work environment.
- Demonstrate strong skills in team leadership and people management.

Personal Data

Date of Birth: 10th July 1988

Gender: Male

Nationality: Indian

Passport: M9953889

UAE Driving License: Yes

Nov 2015

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Mar 2019

LOGISTIC CORDINATOR

Phoniex Global Logistics

- Managing all supply chain operations, including inventory, storage, transportation, and logistics optimization.
- Preparing customer quotations, invoices, packing lists, and shipment documentation while coordinating imports and deliveries.
- Supervising warehouse staff, overseeing daily activities, and ensuring the safe and timely pick-up and delivery of shipments.
- Monitoring shipment costs, productivity, and timelines, addressing and resolving any shipment or inventory issues.
- Liaising with suppliers and retailers, negotiating terms, and responding to customer queries to ensure smooth operations.

Feb 2013

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Aug 2015

LOGISTICS AND WAREHOUSE CORDINATOR

Home Shoppy Ltd - India

- Manage all incoming and outgoing correspondence efficiently.
- Oversee overall warehouse operations, ensuring accurate daily updates of inbound and outbound movements.
- Establish and maintain communication with vendors and customers to ensure timely deliveries.
- Monitor and maintain accurate inventory records.
- Verify deliveries and coordinate with drivers for smooth operations.
- Prepare and follow up on inquiries, quotations, and necessary documentation such as invoices, delivery notes, and purchase orders.
- Generate and submit monthly stock reports for effective inventory management.
- Ensure seamless coordination between warehouse activities and administrative processes.

DECLARATION

I hereby declare that all the statements made in this resume are true, complete, and correct to the best of my knowledge and belief.

Place: Dubai

Faisal Thajudeen

Date: