

# GIRI BABU VANARSHA



📍 PRODDATUR, India 516360  
☎ +91888582800  
✉ jobs\_s88@yahoo.in

Dedicated **Operations Supervisor or Warehouse Supervisor** and effective leader who excels at using proven methods and cutting-edge technology to successfully cut costs, streamline operations and increase productivity. Bringing strong background in problem-solving and effective communication, I excel at streamlining processes and fostering collaboration. A proactive approach to tasks ensures smooth operations and timely completion of projects. Skilled in multitasking, I maintain composure under pressure and adapt quickly to new challenges. Ready to contribute to organizational success with focus on efficiency and teamwork.

## EXPERIENCE

### ORGANIZATION

Star contracting company, Andhra Pradesh, india. 2018 - 2022

### DESIGNATION

Warehouse Supervisor.

### JOB RESPONSIBILITIES

- Analytical mind with ability to make accurate mathematical computations
- Collaborate with the sales team to meet customer demands and adjust stock levels accordingly.
- Conduct regular stock audits to ensure accuracy in inventory records.
- Conduct regular stock counts and reconcile discrepancies between physical stock and system records.
- Ensure adequate record keeping and manage all documentation to confirm proper stock levels and maintain inventory control
- Experience in storekeeping, inventory control, or recordkeeping
- Inspect and verify deliveries, coordinate shipments, and maintain accurate documentation.
- Keep the warehouse clean, organized, and free from hazards.
- Load the Trucks & cooperate with others Warehouses
- Maintain accurate records of inventory levels, stock movements, and transactions using inventory management software.
- Manage and maintain inventory levels, ensuring that stock is replenished as needed.
- Monitor and control Warehouse and supply chain activities
- Monitor stock levels and reorder supplies as needed to maintain optimal inventory levels.
- Pick, pack, and prepare orders for delivery or shipment to customers.
- Train and supervise junior staff in inventory management practices.
- Update inventory systems to generate stock reports avoiding shortages.


**ORGANIZATION****Ecom Express private Limited** , Proddatur, India**DESIGNATION****CE-Commerce Operations Executive**, 2022 - Current**JOB RESPONSIBILITIES**


- Executed successful marketing events, open houses and display shows for products.
- Assessed market conditions for potential opportunities and risk factors impacting promotional strategies.
- Optimised sales methods to best acquire, develop and retain customers.
- Maintained detailed record of sales activities and compared trends to identify underserved areas and opportunities for improvement.
- Trained new staff on e-commerce best practices and company procedures.
- Led a team in designing and launching a mobile app, enhancing the shopping experience for users.
- Monitored customer reviews and feedback, responding promptly to queries and concerns.
- Coordinated seasonal online sales events, including Black Friday and Christmas promotions, to drive significant revenue boosts.
- Negotiated contracts with couriers and shipping companies to secure cost-effective delivery solutions for online orders.


**SKILLS**

- Logistics coordination
- Strategic planning
- Production reporting
- Operational support
- Project Management
- General office administration
- Strategic research
- Leadership development

**LANGUAGES**

**English:**  B2  
Upper Intermediate

**Hindi:**  B2  
Upper Intermediate

**Telugu:**  C1  
Advanced

**EDUCATION**

**A.B MPL HIGH SCHOOL, PRODDATUR, 2016**  
**Diploma of Higher Education: EEE**

**PERSONAL  
INFORMATION**

**Date of birth:** 24/04/1996  
**Marital status:** Single

**Nationality:** Proddatur  
**Gender:** MALE