


C.V.

SAMIR VHORA

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OBJECTIVE

To work for an organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objectives.

EXPERIENCE

- ✓ Pivot Table, VLOOKUP, HLOOKUP & Other Excel Reports.
 - ✓ Computer – Mailing, Word, Excel, Power point, Tally ERP9, SAP system, Dynamics 365 Business Central system.
 - ✓ Ability to develop team members for various corrective actions
 - ✓ All Over 5+ Years Experience in Logistics And Warehousing.
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Professional Experience



As a **Executive** in **Rhenus Contract Logistics India Pvt Ltd**

Key Roles and Responsibilities:

- ✓ **Strategic Planning:** Developed and implemented strategic plans to achieve departmental goals and improve overall business efficiency.
- ✓ **Operations Management:** Streamlined daily operations to enhance productivity.
- ✓ **Performance Monitoring:** Monitored Key Performance Indicators (KPIs) and prepared detailed reports for management review.
- ✓ **Stakeholder Management:** Collaborated with senior leadership and external partners to align project goals with company objectives.
- ✓ **Process Improvement:** Identified bottlenecks in existing workflows and implemented solutions

Soft Skills to Highlight:

- ✓ **Conflict Resolution:** Resolved internal conflicts and improved workplace morale through effective communication.
- ✓ **Client Relations:** Maintained strong relationships with key client.

Other Responsibilities:

- ✓ **Inventory Management & Reconciliation:** Ensured 100% accuracy between system inventory and physical stock through rigorous auditing and real-time reconciliation processes.
- ✓ **Operational Leadership:** Facilitated daily shift briefings with staff and labor teams to streamline workflows, optimize resource allocation, and enforce strict adherence to safety and hygiene protocols.
- ✓ **Inventory Control (Cycle Counting):** Spearheaded a strategic cycle counting program, conducting daily audits for high-velocity (fast-moving) stock and scheduled weekly/monthly reviews for medium and slow-moving items to minimize shrinkage.
- ✓ **WMS Optimization:** Expertly managed Warehouse Management System (WMS) operations, overseeing end-to-end inward/outward data entry and monitoring task statuses to ensure seamless digital-to-floor synchronization.



As an Executive in **COLDMAN LOGISTICS.**

Planning, organizing and participating in the daily Warehouse operations. Performing other responsibilities as allocated.

- ✓ Make excel reports like Day End-day report.
- ✓ Loading-unloading vehicle.
- ✓ All types of mail.
- ✓ Daily report to manager.
- ✓ Proficient typing and transcription
- ✓ Computer and technical skill (including software knowledge)
- ✓ Administrative skill
- ✓ Multi-tasking
- ✓ Organization and time management abilities.
- ✓ GRN (Goods Receipt Note) entry and verification
- ✓ Billing Coordination and documentation
- ✓ Customer communication via phone and email regarding shipment status, delays, and queries



As a DEO in **Brainbees solutions Pvt. Ltd. (FIRSTCRY)**

Planning, organizing and participating in the daily Warehouse operations. Performing other responsibilities as allocated.

- ✓ DEO for GRN
- ✓ Short, Reject and other mail
- ✓ Daily report to manager.
- ✓ Proficient typing and transcription
- ✓ Computer and technical skill (including software knowledge)
- ✓ Administrative skill
- ✓ Multi-tasking
- ✓ Organization and time management abilities.

Educational Qualification

- ❖ S.S.C Pass with 39.83% from **H&D High school** in 2016

Additional Qualification

- ❖ Complete the C.C.C. with 68% from Mark institute in 2020.

STRENGTHS

- ✓ Analytical in thought & Learning
- ✓ Hardworking & Helpful Person