

## Profile

Experienced in warehouse Operation with over 2.7 years of hands-on experience in effective warehouse shipping and receiving operations. A passionate, dedicated and resourceful SAP with excellent functional understanding of SAP along with good knowledge in configuration & support. Experience of working with Retail team and supporting in Customer service.

## Professional Experience

### **Inventory Head, Reliance Retail**

06/2019 – 12/2021 | Kerala, India

- Data gathering, receiving and storing invoices using digital systems(SAP) to keep records and create payments.
- Updating stock records and reconciliation of inventories. Preparation of pay-in-slip. Preparing and posting journals
- Marketing and general payments scrolling. Assisting management in the decision making process by preparing budgets and financial forecasts
- Plan, Organize and Monitor day to day warehouse Operation.
- Conducting Cycle Counts/ Physical Inventory and reporting to the Management
- Preparing different types of KPI's and Reporting to Senior Management.
- Achieve high levels of customer satisfaction through excellence in receiving, identifying, dispatching and assuring quality of goods.
- Organize and maintain inventory and storage area.

## Languages

English

Hindi

Tamil

Malayalam

# Midhun Nair



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## Education

### **B.com computer application, Kalinga University**

2016 – 2019 | Raipur, India

## Certificates

- Sap
- MS.Excel
- MS.Word
- IAAP

## Skills

• Leadership and management • Verbal and written communication • Strong attention to detail • Problem solving • Data analysis • Interpersonal ability • Team oriented • Proactive critical thinking

## Projects

### **A STUDY ON CONSUMER BUYING DECISION, KiteX Kerala, India**

The study focused on consumer buying behaviour process. The purpose of this study is to know the process or pattern of a consumer for buying a product, which either be a high involvement product or low involvement product. The approach used in the study is qualitative. The data collection for this study is secondary data. The limitation of this research is no empirical data used which support the research.