

# Maximas Christhudhas

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DUBAI, UAE

## Summary

With two years of progressively responsible experience in a 3PL warehouse environment, I have advanced from a Shipping and Receiving Clerk to an Assistant Warehouse Supervisor. My journey has equipped me with a comprehensive understanding of warehouse operations, including inventory management, order fulfillment, and logistics coordination. I have demonstrated leadership in managing teams, optimizing workflow, and ensuring compliance with safety and efficiency standards. I am now seeking further career growth opportunities where I can leverage my skills to enhance operational excellence and contribute to the strategic goals of an organization.

## Experience

### ASSISTANT WAREHOUSE SUPERVISOR - KEY ACCOUNTS & ANALYTICS

NIMBUS LOGISTICS CARGO LLC • DUBAI, UAE

08/2024 - Present

- Serve as the primary point of contact for key clients, ensuring their needs are met or exceeded in terms of service delivery.
- Enforce safety protocols and ensure the warehouse adheres to all local and international health, safety, and environmental regulations.
- Work closely with logistics and transportation teams to schedule and coordinate shipments, ensuring timely delivery.
- Gather and compile data from all warehouses including activities specific to key accounts, focusing on inventory levels, order accuracy, delivery times, and customer satisfaction metrics.
- Generate comprehensive reports tailored for key accounts, providing insights into performance and areas for improvement.
- Support the Warehouse Manager by providing data-driven recommendations that influence strategic decisions affecting key accounts.
- Oversee daily warehouse operations, ensuring all activities like receiving, storing, picking, packing, and shipping are executed efficiently.
- Oversee the maintenance and proper use of warehouse equipment, coordinating with maintenance teams for repairs and preventive maintenance schedules.

### KEY ACCOUNT HANDLER

NIMBUS LOGISTICS CARGO LLC • DUBAI, UAE

10/2023 - 07/2024

- Managed a portfolio of high-value clients, ensuring their logistics needs are met with precision and efficiency.
- Developed and maintained strategic relationships with key accounts, enhancing communication and service delivery.
- Oversaw the operational aspects of account management, including inventory management, order fulfillment, and distribution logistics, consistently achieving over 98% accuracy in order fulfillment.
- Assisted in managing key accounts by coordinating logistics operations, monitoring inventory levels, and ensuring timely delivery of goods.
- Played a pivotal role in client meetings, understanding their needs, and translating them into actionable logistics solutions.
- Helped increase client portfolio by 10% through proactive account management and client satisfaction strategies.

### SHIPPING & RECEIVING CLERK

LOGIWARE WAREHOUSE • COCHIN, INDIA

02/2023 - 07/2023

- Received and inspected incoming goods for accuracy, quality, and damage, comparing them with Packing lists.
- Prepared and processed receiving reports, updating inventory records to reflect new stock levels and discrepancies.
- Sorted and organized received items for efficient storage, ensuring proper placement in designated warehouse locations.
- Inspected and verified outgoing shipments, matched picking lists and order specifications.

- Packaged items using appropriate materials and techniques to prevent damage during transit.
  - Performed quality control checks on items before shipment to ensure products were in excellent condition.
  - Kept detailed and organized records of all shipping and receiving transactions, ensuring data accuracy.
  - Worked closely with warehouse staff, management, and other departments to coordinate activities.
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## Professional Skills

Client Relationship Management, Inventory Management, Warehouse Management, Logistics Coordination, Team Management, Process Improvement, Analysis Skills, Negotiation

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## Technical Skills

Aware ERP, IDempiere ERP, Tableau, Power BI, Canva, Excel, MS Office Suite

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## Education

### Bachelor of Business Administration

Bharathiar University • Coimbatore, Tamil Nadu  
12/2021

### Higher Secondary Education

PIUS XI Higher Secondary School • Kanyakumari, Tamil Nadu  
06/2018

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## Languages

English, Hindi, Malayalam, Tamil

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## Certificates

Google Data Analytics Specialization

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## Awards

Employee of the Month - (February-2024), Employee of the Month - (October-2024)

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## Declaration

I, Maximas Christhudhas, hereby declare that the information provided in this resume accurately reflects my professional experience and qualifications as a Warehouse Supervisor. Currently employed in this capacity, I have demonstrated a strong ability to lead and manage warehouse operations effectively. I hereby affirm that the details provided in this resume are true and accurate to the best of my knowledge.