

AMIT KHARB

SUPPLY CHAIN MANAGER - Supply Chain Management, Logistics Operations, Data Analysis

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SKILLS

- **Logistics:** supply chain management, transportation planning, distribution operations, demand forecasting
- **Warehouse Management:** WMS, inventory tracking, stock optimization, barcode scanning, layout planning
- **Procurement:** sourcing, vendor management, contract negotiation, supplier relations, performance tracking
- **Data Tools:** SAP Dashboards, SQL, Power BI, Tableau, Microsoft Excel, data reporting and forecasting
- **Operations:** SAP/Oracle ERP, KPI reporting, data analysis, process automation, safety compliance

WORK EXPERIENCE

Operations Coordinator **July 2024 - Present**
Top Talent Bridge *Canada*

- Managed end-to-end client service operations, coordinating onboarding, service delivery, and issue resolution, improving client satisfaction and retention rates.
- Associated as primary point of contact for client inquiries, resolving service-related issues, and ensuring timely communication across 4 internal teams and stakeholders.
- Coordinated with vendors and internal teams to ensure smooth service delivery and fulfillment, reducing delays and improving turnaround time by 15%.
- Monitored service performance and prepared operational reports, improving process management by 20%.

Supply Chain Manager **September 2020 - August 2022**
OM Logistics Ltd. *India*

- Managed end-to-end supply chain operations including procurement, inventory control, and transportation planning, enhancing operational performance by 20%.
- Maintained supplier relationships and cohesive purchase orders, reducing lead time delays by 15% and ensuring continuous product availability.
- Coordinated inbound and outbound logistics with carriers and partners, improving delivery timelines by 18%.

Operations Manager **September 2019 - August 2020**
Safe Express *India*

- Supervised warehouse and logistics operations, including dispatch planning and shipment coordination, improving process efficiency by 20%.
- Led process improvement initiatives, reducing transportation and handling costs by 12% through optimized, data-driven workflow planning.
- Executed cycle-count inventory initiatives, delivering 98% stock accuracy and improving warehouse inventory.

PROJECT EXPERIENCE

Analyze 3PL Warehouse Facility Applying Inventory Material Management Control Technique
Safe Express, Delhi, India *December 2021 - March 2022*

- Conducted a comprehensive analysis of 3PL warehouse operations by applying inventory material management control techniques, optimizing stock handling processes and improving inventory accuracy by 20%.
- Evaluated end-to-end supply chain workflows, identifying inefficiencies and implementing data-driven recommendations that enhanced operational efficiency by 15% and reduced material handling time.

EDUCATION

Diploma in Big Data Analytics September 2023 - May 2024
Georgian College, Barrie, Ontario

Diploma in International Business Management September 2022 - May 2023
Niagara College, Toronto

MBA in Supply Chain Management May 2019 - April 2021
University of Petroleum and Energy Studies, India

Bachelor of Business Administration August 2016 - April 2019
Maharishi Dayanand University, India

CERTIFICATIONS

- **Logistics & Supply Chain Management Certification**, Skill India Program
- **Apache PySpark by Example**, LinkedIn Learning
- **Data Ethics: Making Data-Driven Decisions**, LinkedIn Learning
- **Social Media Marketing: ROI**, LinkedIn Learning
- **Social Media Marketing: Strategy and Optimization**, LinkedIn Learning