



Satyabrata Naik

warehouses associate operation

PROFILE SUMMARY

Possesses strong analytical, coordination, and process-optimization skills, with the ability to manage logistics operations efficiently and support supply chain functions through technology-driven solutions. Actively seeking a challenging opportunity with a reputed logistics organization where skills and knowledge can contribute to operational excellence and business growth.

PERSONAL INFORMATION

- Email
satyabratanaik939@gmail.com
- Mobile
(+91) 7326098581
- Total work experience
2 Years 0 Month

KEY SKILLS

- MS Office Powerpoint
- MS World
- Excel
- Transport Management
- Warehouse Management
- Inventory Management

OTHER PERSONAL DETAILS

- City: Bhubaneswar
- Country: INDIA

LANGUAGES

- English
- Hindi
- Odia

EDUCATION

- 2025 MBA/PGDM
Biju Patnaik University of Technology (BPUT)
- 2022 B.Com
Kalinga Institute of Industrial Technology, Khurda

WORK EXPERIENCE

Sep 2025 - Present

warehouses associate operation
Allcargo Logistics limited

- Oversee dispatch and warehouse operations to ensure 99% on-time and accurate order fulfillment.
- Generate Pre-Delivery Challans (PDC) and approve Proof of Delivery (POD) to guarantee shipment accuracy and reduce discrepancies by 15%.
- Verify Non-Delivery Reports (NDR) promptly to resolve delivery issues and enhance customer satisfaction rates by 20%.
- Coordinate with Customer Complain Escalation Card (CCEC) and Process Follow-up Network (PFN) to streamline communication and expedite issue resolution.
- Generate eWay bills in strict compliance with regulatory standards, ensuring uninterrupted transportation and legal adherence.
- Manage check-in and check-out processes to optimize operational efficiency, achieving a 10% reduction in delivery delays.
- Ensure timely pickup of customer products to maintain supply

Oct 2022 - Sep
2023

chain continuity and meet client expectations consistently.

logistics Executive

Exim Logistics pvt Ltd

- Monitor and track last-mile delivery to ensure timely and accurate order fulfillment
- Communicate proactively with customers via email regarding any delivery delays to enhance customer satisfaction
- Coordinate with drivers to resolve issues encountered during transit, minimizing disruption and delays
- Verify and update delivery challans and LR copies to maintain accurate records of material quantity and quality received
- Utilize GPS technology to monitor stock locations and shipment status across branches in real-time
- Collaborate with drivers, transport companies, and regulatory authorities to update transportation information promptly
- Identify and address delays, discrepancies, and issues during shipment transit to improve delivery efficiency
- Manage multiple shipments concurrently while maintaining precise and organized documentation
- Apply expertise in logistics, fleet management, and control tower operations to optimize supply chain performance