

PROFILE

Dynamic and results-oriented professional with over 8 years of progressive experience in **inventory management, operational auditing, and supply chain optimization** within the FMCG sector (Coca-Cola bottling). Proven expertise in leveraging ERP systems (Navision and Microsoft Dynamics 365), data analysis (Excel and Power BI), and process improvements to achieve 98%+ inventory accuracy, reduce discrepancies, and ensure regulatory compliance. Skilled in risk assessment, internal controls, forecasting, and cross-functional collaboration. Seeking remote opportunities to drive operational excellence and deliver cost efficiencies.

CONTACT

PHONE:
09045403747
EMAIL: diasojoshua@gmail.com
Location: Lagos, Nigeria

HOBBIES

Music
Reading
Sports
Driving

CORE COMPETENCIES:

- INVENTORY MANAGEMENT & OPTIMIZATION
- OPERATIONAL AUDITING & RISK ASSESSMENT
- DATA ANALYSIS & FORECASTING (EXCEL, POWER BI)
- ERP SYSTEMS (NAVISON, MICROSOFT DYNAMICS 365)
- PROCESS IMPROVEMENT & INTERNAL CONTROLS

JOSHUA DIASO

Professional Experience Inventory Analyst / Manager Chi Limited (Coca-Cola Bottling Company), Lagos July 2021 – July 2024

- Reconciled daily deliveries and shipments using ERP systems, maintaining 98%+ inventory accuracy and minimizing stock discrepancies.
- Analyzed inventory data to forecast demand, optimize stock levels, and prevent shortages or excessive surplus.
- Collaborated with warehouse teams and stakeholders to implement inventory control procedures, supporting overall business goals and operational efficiency.
- Conducted regular stock inspections and placed timely replenishment orders, ensuring uninterrupted supply chain flow.
- Prepared and presented stock level reports to upper management, highlighting issues and recommending actionable improvements.
- Utilized Navision and Microsoft Dynamics 365 to monitor demand patterns and document inventory characteristics.

Operational Auditor / Support Staff Chi Limited (Coca-Cola Bottling Company), Lagos June 2018 – July 2021

- Examined records, reports, and operating practices to ensure compliance with internal control procedures and company policies.
- Verified assets and liabilities by comparing physical items and documentation, identifying and resolving discrepancies.
- Conducted payroll and driver overtime audits in line with management policies, along with COVID-19 compliance checks.
- Documented audit tests, findings, and work papers while recommending updates to audit programs and new policies.
- Prepared final audit reports and communicated findings to auditees, contributing to improved internal controls and operational excellence.
- Maintained and updated internal control systems through continuous review and process enhancements.

Office Assistant Chi Limited (Coca-Cola Bottling Company), Lagos May 2016 – June 2018

- STAKEHOLDER COLLABORATION & PROBLEM-SOLVING
 - COMPLIANCE & REGULATORY REPORTING
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- Managed incoming calls, visitor ushering, and general office communications to ensure smooth daily operations.
- Maintained filing systems, updated paperwork, and organized office records and common areas.
- Supported administrative tasks including documentation, information recording, and general clerical duties.

Certifications

- Supply Chain Capability Building on Warehousing and Inventory Management – Truss Ugavi Limited, 2022
- Operations Management: Inventory Models – Alison, 2023
- Principles of Accounting – Alison, 2023
- Fundamentals of Accounting – Alison, 2023
- Freight Broker Training – Alison, 2023

Education

- B.Sc. in Accounting, in view
University of Lagos
- National Diploma (ND)
Lagos State Polytechnic (LASPOTECH)