

Emmanuel Alben

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PROFESSIONAL SUMMARY

A highly skilled, results-oriented, Logistics, Inventory & procurement manager, with over 4 years of experience optimizing supply chain operations, procurement and warehouse management. Proven track record of enhancing inventory accuracy, reducing operational costs, and leading high-performing team. Expert in implementing barcoding systems and rigorous auditing processes to ensure zero-discrepancy financial and physical stock control.

WORK EXPERIENCE

Logistics and Inventory Manager

Jan 2022 – Jan 2026

Ajebo Market Limited (AML)

Key Achievements & Impact

- Achieved and maintained a 99%+ inventory accuracy rate across all stockroom operations through the implementation of a new barcoding and tracking system.
- Directed daily cash reconciliation and deposits totaling a million – 3million weekly with a 100% accuracy record with zero discrepancy.
- Reduced stockouts and overstock instances by 90% by developing a predictive forecasting model based on historical sales trends.
- Lowered procurement and vendor cost by 15% through strategic price negotiations and consolidating supplier contracts.
- Boosted warehouse throughput by 50% by re-organizing stockroom layouts and improving goods-in/goods-out workflows
- Developed and executed a standardized inventory audit plan that reduced discrepancy resolution time from 3 days to 8 hours.
- Supervised and trained a team of 8 warehouse staff, resulting in a 90% reduction in shipping and receiving errors.
- Ensured 100% compliance with import/export documentation and cargo monitoring protocols, eliminating potential shipping delays and fines.

Key Responsibility

Logistics and Operations

- Managed stockroom and warehouse operations, including organizing goods, barcoding, and implementing systems for accurate tracking.
- Handled transportation of goods and service, import/export documentation, and cargo monitoring.
- Developed and executed inventory audits, reporting results and improvement plans to senior management
- Oversaw inventory control procedures to prevent stock shortages or surpluses, maintaining optimal stock levels through regular monitoring and forecasting.
- Coordinated with suppliers and vendors to ensure timely delivery of goods, negotiating pricing and schedules to optimize costs.
- Conducted physical inventory counts, reconciled discrepancies, and analyzed sales trends to forecast needs and improve turnover.

Team and Process Leadership

- Supervised warehouse staff, providing training on receiving, storage, shipping, and quality control to reduce errors and enhance efficiency
- Analyzed data using inventory software to monitor demand, place replenishment orders, and evaluate suppliers for cost-effective deals
- Reported on stock levels, shipments, and KPIs to upper management, driving process improvements and peak warehouse performance.

Store and Logistics Manager

May 2020 - Dec 2020

Bummies Fashion Hub

Key Achievements & impact

- Recruited, trained and mentored a diverse team of 15+ staff members, reducing turnover by 20% through active performance coaching.
- Conducted regular performance reviews and set clear KPIs to ensure individual and team alignment.
- Optimized weekly labor schedules to balance payroll budgets with peak-hour customer traffic.
- Managed end-to-end stock processes, including ordering, receiving and audits, achieving a 98% inventory accuracy rate.
- Directed weekly floor sets and merchandising updates, resulting in a 12% increase in add-on sales at checkout
- Resolved 100% of escalated customer issues, maintaining quality store ratings & compliments on store websites.

Key Responsibility

- Directed all stockroom and warehouse operations, including organizations, barcoding, and automated tracking
- Supply Chain optimization, managed end-end transportation of goods, ensuring compliance with all import/export documentation and cargo monitoring.
- Team training, Process improvement, strategic Planning, Audit execution.
- Handled procurement and vendor negotiation along with cash reconciliation.
- Presented monthly inventory performance and improvement plans to senior management to guide budgeting and purchasing decisions.

EDUCATION

Bachelor of Science in Geography & Regional Planning (Grade-Second Class)

Olabisi Onabanjo University • Ogun, Nigeria

Geo & Planning Internship

Geo world survey & Data analysis • Lagos, Nigeria

Supply Chain & Inventory Management

Udemy (Online)

SKILLS

- Learning and Development
- Ms Office Suites i.e. Ms Word, Excel, Power Point
- Google Suite