



Abin Daniel Mathew

Warehouse supervisor

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Profile

Experienced warehouse supervisor with a proven track record of leading teams to enhance operational efficiency and ensure compliance with safety standards within fast-paced logistics environments. Adept at streamlining processes, managing inventory, and coordinating cross-functional teams to optimize warehouse productivity and customer satisfaction.

Employment

Warehouse supervisor

Mar 2026

AMA Motors, Kingdom of Bahrain

- Handling the day-to-day store activities of Bahrain Public Transport Company.
- Led a team of warehouse workers to achieve high productivity and adherence to safety standards.
- Developed and enforced warehouse policies and procedures to streamline operations.
- Monitored and analyzed key performance indicators to optimize warehouse workflow.
- Coordinated inbound and outbound logistics to meet delivery schedules and customer requirements.
- Managed equipment maintenance and ensured compliance with health and safety regulations.
- Conducted staff training programs focused on warehouse safety, inventory management, and operational excellence.
- Coordinated cross-departmental communication to enhance order fulfillment accuracy and speed.
- Collaborated with procurement team to forecast demand and optimize stock levels based on sales trends.

Warehouse Executive

Aug 2023 - Mar 2026

Y.K Almoayyed and Sons, Kingdom of Bahrain

- Managed daily warehouse operations ensuring timely receipt, storage, and dispatch of goods.
- Supervised a team of warehouse staff, providing training and performance evaluations.
- Coordinated with suppliers and logistics partners to optimize inventory flow and reduce delays.
- Implemented and maintained safety and security protocols in the warehouse environment.
- Utilized warehouse management software to track inventory levels and generate reports.
- Conducted regular stock audits and resolved discrepancies to maintain accurate inventory records.

Personal details

Driver's license

Valid Bahrain Driving License

LinkedIn

linkedin.com/in/abin-daniel-mathew-524411217

Skills

Warehouse Management

Team Leadership

Inventory Control

Safety Compliance

Logistics Coordination

Staff Training

Operations Optimization

KPI Analysis

Languages

English

Hindi

Malayalam

Tamil

Administrative officer

May 2017 - Jul 2023

Elite Palace Cleaning Co. W.L.L, Kingdom of Bahrain

- Provide Support in all admin and financial matters.
- Managing day to day operations of the office.
- Arranging corporate and personal travels, hotel.
- Arranging renewal of visa, CPR, CR, updating employee's data in GOSI.
- Maintaining and updating employees' records and all confidential documents.
- Maintaining insurances.
- Controlling and tracking all incoming and outgoing documents.
- Handling Cash, basic bookkeeping, online payments.
- Managing suppliers & customers payments & follow-ups.
- Maintaining company assets.
- Managing petty cash expenses.
- Supporting accounts in updating payment, petty cash expenses & other company expenses in system.
- Supports in issuing invoices against LPO's.
- Preparing reports of monthly sales & expenses.

Education

B.Com 2014 - 2017
St.Stephens College, Pathanapuram

Higher Secondary 2012 - 2014
Sabarigiri Residential School,, Anchal

Secondary School 2011 - 2012
National Public School, Adoor

Software Knowledge

- MS office
- Autoline
- Fleet Management
- Mantis
- Microsoft AX
- Tally