



An accomplished Executive at Chellam Logistics Pvt, with expertise in inventory management, planning, scheduling, and order management. Previously served as Documents Control Manager at Safexpress Private Limited in Chennai, overseeing deliveries and ensuring timely and accurate processes. Experience as an Apprentice Trainee at Neyveli Lignite Corporation, supporting HR functions and payroll processes. Skilled in Excel work, SAP basics, BTS, AMS, ERP systems, and E-way portal operations. Career progression demonstrates strong leadership capabilities and a commitment to enhancing customer experience within logistics and HR sectors.

CONTACT & PERSONAL INFORMATION

Father's Name: Chinnappan P

Date of birth: 2000-05-06

Gender: Male

Nationality: Indian

Marital status: Single

Address : 12/14/12-B, Melastreet, andipatti(Post), Theni(Dt) – 625 512

Phone : 9080713842

Mail : sivaramsibu447@gmail.com

SIVARAM C

EDUCATION

2023

Timespro Institute for professional education Tamilnadu - [Post Graduate Programme in E-Commerce and Supply Chain Management – Logistics]
Online Logistics Class – Timespro Group of India, PGPSCM Certified Professional in (PGPESCM) | Jan 2024.

01/2020

Karpagam Academy of Higher Education - [Bachelor of Business Administration General]
Karpagam Academy of Higher Education is a deemed university, one of the top universities in Coimbatore
Accounting, Finance, Marketing, Human Resource Management, Operations Management, Organizational Behavior, Business Law, Economics, Business Ethics, and Strategic Management.
CGPA-5.7

01/2017

Government Kallar Higher Secondary School Rajadhani HSC Arts
Main subject - Percentage of 73.75%
Economics, Political Science, Geography, and History

01/2015

Government Kallar Higher Secondary School Rajadhani SSLC General
Percentage - 44.6%

WORK EXPERIENCE

May 2025 - Current

Saf Express Private Limited – Tirunelveli (Delivery Executive)

Inventory managing.
Mail and coordinating deliveries.
Communicate with the customer side.
Leadership and management.
Loading and unloading process
E-waybill process.

December 2023 - may 2025

Current Chellam Logistics Pvt (Executive)

Inventory management.
Planning and scheduling.
Order management.
Customer experience. Day-to-day operations of the first-mile delivery process.
labor relations & Warehouse management

HOBBIES AND INTERESTS

Cooking
Travel
sports & photography

March 2023 - December 2023

Saf Express Private Limited – Chennai (Documents Control Manager (DCM))

Managing and coordinating deliveries.
Communicate with the customer side.
Leadership and management.
Ensuring timely and accurate delivery point. E-waybill process.

SKILLS:

EXCEL & WORD WORKING

BASICS IN SAP

EXPERT IN (BTS)

EXPERT IN (AMS)

ERP - ENTERPRISE RESOURCE PLANNING

E-way portal

December 2022 - November 2023

Neyveli Lignite Corporation (Mine 1A-HR Department) - Neyveli [Apprentice Trainee] Hr assit.

Maintaining HR records.
Data entry and management.
Administrative tasks.
Supporting the HR team.
Payroll process.
labour relations.
