

## PROFILE

22.08.2025



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

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## 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

## SKILLS:

EXCEL & WORD WORKING

BASICS IN SAP

EXPERT IN (BTS)

EXPERT IN (AMS)

ERP - ENTERPRISE RESOURCE PLANNING

E-way portal

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.

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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.

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