

First Name: Priyotam

Last Name: Rai

Ecommerce @ PW (PhysicsWallah) | Warehouse operations,
Unicommerce

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Summary

I am an Ecommerce Executive at PW (PhysicsWallah), an online education platform that offers courses and products for students. I manage the logistics and inventory operations for the company, ensuring smooth and timely delivery of orders, resolving issues, and identifying root causes of delays. I communicate effectively with logistics partners, retail partners, and the finance team, and handle dispatch requests for marketing purposes.

I am also pursuing a Bachelor of Commerce degree at Shaheed Bhagat Singh College, with a focus on accounting. I have acquired certifications in business etiquette, phone, email, and text, and supply chain analytics, which have enhanced my communication, problem-solving, and data analysis skills. I have previously interned at Innovant Interior LLP, where I met with architects and finalized projects for the organization. I have a strong work ethic, a dedication to excellence, and a passion for learning and growth. I am looking for opportunities to apply my skills and experience in the supply chain or accounting and finance industries, and to contribute to the success of any organization.

Experience

Senior Ecommerce Associate at PW (PhysicsWallah)

August 2023 -

My Key Result Areas (KRA) encompass:

1. Communicating with logistics partners to allocate dispatch loads.
2. Resolving cases of partial delivery and undelivered shipments.

3. Identifying the root cause of shipment delays and proposing solutions.
4. Handling retail partner orders, samples, and dispatch requests for marketing.

logistics and warehouse operations at PW (PhysicsWallah)

March 2023 - July 2023

My Key Result Areas (KRA) encompass:

1. Maintaining dispatch records.
2. Managing dispatch operations.
3. Liaising with the finance team for E-way bills and invoices.
4. Preparing delivery challans.
5. Coordinating manpower for daily dispatch

Relationship Management intern at Innovant Interior LLP

October 2022 - January 2023

My work was to meet with Architects and Finalised the projects for Organization.

- i was responsible for attending meetings
- Following up with Clients
- Advertisement of Company through social media
- Coordinating with Management about Projects and Advance payments

Accounting Internship at N V A & Co.

February 2022 - May 2022

I got chance to do practically.

whatever I have learned so far in schooling

Logistics Intern at Flipkart

October 2021 - December 2021

I got the exposure of supply chain logistics. All the process being from inbound department to outbound

Education

The Institute of Company Secretaries of India

Professional , Business law, September 2022 -

Shaheed Bhagat Singh College

**Bachelor of Commerce - BCom, Accounting, September 2020 -
September 2023**

**Kautilya Government Sarvodaya Bal Vidyalaya
12th, Commerce , April 2018 - June 2020**
