Suman Giri

Grocery Nightfill Manager

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PERSONAL DETAILS

Nationality / Work Rights
Full Work Rights in Australia

LinkedIn Profile
linkedin.com/in/sumangiri1

EDUCATION

Master of Business Information Systems
Australian Institute of Higher Education
July 2021 – Oct 2022
GPA: 4.9 / 7

Bachelor of Business Information Systems
Australian Institute of Higher Education
July 2018 – Oct 2020
GPA: 4.08 / 7

KEY SKILLS

• Roster Management & Workforce Planning

• Team Leadership & Staff Supervision

• Inventory Management & Stock Control

• Night Fill Operations Management

• Merchandising & Product Presentation

• Performance Management & Staff Training

• Workplace Health Safety & Compliance

• Operational Planning & Time Management

• KPI Monitoring & Business Analysis

• Problem Solving & Stakeholder Coordination

PROFESSIONAL SUMMARY

Responsible for the overall management and operation of the retail store. Independent decision-making, leadership, commercial judgement, and accountability for the financial and operational performance of the business. Experienced in supervising staff, managing store operations, controlling inventory, maintaining customer service standards, and ensuring the achievement of sales and profitability objectives.

PROFESSIONAL EXPERIENCE

Grocery Nightfill Manager

Woolworths Supermarkets | June 2023 – Present

• Planned, coordinated and supervised all overnight grocery and replenishment operations, ensuring shelves were fully stocked, merchandising standards were maintained and the store was prepared for daily trading.

• Managed inventory levels by analysing stock requirements, coordinating replenishment activities, monitoring stock availability and ensuring timely and accurate shelf replenishment to minimise stock shortages.

• Assisted in implementing pricing strategies, promotional displays and catalogue changeovers, ensuring product pricing, point-of-sale materials and promotional activities complied with Woolworths' merchandising standards.

• Monitored department sales performance, stock availability and inventory accuracy, identifying opportunities to improve product availability, reduce waste and enhance overall operational efficiency.

• Maintained accurate inventory records, stock adjustments, damaged goods reports, stocktake documentation and departmental operational records using Woolworths' inventory management systems.

• Assisted in preparing and monitoring departmental labour allocation, productivity targets and operational costs while ensuring efficient utilisation of resources to achieve business objectives.

• Led the recruitment, onboarding, rostering, training, coaching and day-to-day supervision of Night Fill Team Members, promoting a high-performing, collaborative and safety-focused workplace culture.

• Ensured compliance with Woolworths' operational policies, Work Health and Safety (WHS) requirements, food safety standards, manual handling procedures and loss prevention policies throughout all overnight operations.

• Coordinated the execution of promotional displays, planograms, product ranging, pricing consistency and stock presentation across the Grocery department to ensure alignment with company merchandising standards and customer expectations across all retail channels.

• Collaborated closely with Store Management and other department managers to analyse operational performance, improve replenishment processes, achieve key performance indicators (KPIs), maximise product availability and ensure exceptional customer readiness for the commencement of daily trading.