



**Guru Gobind Singh Indraprastha University**  
“A State University established by the Govt. Of NCT Delhi”  
Sector 16-C, Dwarka, New Delhi – 110078



F. No.: GGSIPU/CCGPC/2023/ 892

27<sup>th</sup> February 2024

**Sub. Placement opportunity for BBA, B.Com, BA Economics, B.Tech and MBA of 2024 passing out batch students of the GGSIP University in the company “Yellowbridge Retail LLP”**

Dear Placement Officer,

Greetings from CCGPC, GGSIPU!!!

We have uploaded the placement drive of the company “**Yellowbridge Retail LLP**” on “**Pod.ai**” platform. You are requested to check the same and circulate to students to apply for the given opportunity by **28<sup>th</sup> February 2024**. Notification has also been sent to all eligible students by Pod.ai.

For POD platform related queries or if not yet registered on Pod.ai please call at +91-11-41179695 or write to support@pod.ai

**Name of Company** – Yellowbridge Retail LLP

**Eligible Degrees** – BBA, B.Com, BA Economics, B.Tech and MBA of 2024 passing out batch

**Position** – Operations Manager

**CTC** – INR 3.0 – 4.0 LPA depending on experience and fit.

**Joining date** will be at the earliest.

**Selection process** will have 2 rounds of interview – first HR round followed by technical. The technical round will involve some basic assignments.

JD attached for more information.

**LAST DATE FOR REGISTRATION IS 28<sup>th</sup> February 2024.**

**(Dr. Nisha Singh)**  
Training and Placement Officer  
CCGPC, GGSIP University

# BARROT

## KEY RESPONSIBILITIES - OPERATIONS MANAGER

### **1. Inventory Planning & Fulfilment**

- a. Create Amazon FBA shipments, book appointments & create necessary documentation (e-way bills, stock transfer notes)
- b. Work with third party logistics providers to book FBA shipment delivery & oversee timely delivery
- c. Create monthly/bi-monthly inventory reports
- d. Maintain current inventory levels in the Inventory Management System
- e. Oversee preparation of shipments with the warehouse team

### **2. Procurement**

- a. Ensure timely procurement from suppliers
- b. Setup quality & count check on inventory procured from suppliers
- c. Research & Identify local & international suppliers

### **3. Order fulfilment & return management:**

- a. Define & oversee processes for Amazon self-ship & orders from own website
- b. Ensure 0% late dispatch rate for all orders

## **ELIGIBILITY:**

1. Internship or full-time work experience of at least 3 months
2. Ability to work with numbers and data
3. Analytical, business or commerce education backgrounds – Maths, Stats, BBA, Bcom or Engineering
4. Master's degree a plus
5. Proficiency in Microsoft Excel
6. Knowledge of e-commerce space is a plus