



CONTACT ME AT

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DUBAI

PERSONAL DATA

DOB : 27/08/1994
Nationality : Indian
Marital Status: Married
Religion : Muslim
Passport No : P7318908
Visa Status : 27/01/2022
(Visiting Visa)

TECHNICAL SKILLS

- **Operating System: Windows 7, 10**
- **Adobe Photoshop**
- **Coral Draw**
- **Microsoft Word**
- **Microsoft Excel**
- **Microsoft Dynamic NAV**
- **Oracle**

LANGUAGES KNOWN

- **English (Speak, Read, Write)**
- **Malayalam (Speak, Read, Write)**
- **Hindi (Speak)**
- **Tamil (Speak)**

AREA OF INTEREST

- **Administration & Management**
- **Data Entry**
- **Documentation**
- **Office work**
- **Storekeeper**
- **Supervising**
- **Driving (INDIAN Licence)**
- **Forklift driving (No Licence)**

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OBJECTIVE

To work in a challenging environment demanding all my skills and efforts to explore and adapt myself in different fields and realize my potential where I get the opportunity for continuous learning. I can serve your organization and establish an enjoyable career for myself.

WORK EXPERIENCE

- **DR.Nutrition Pharmaceutical (DNP), 2 YEAR 8 MONTHS**
 - **Worked as storekeeper for 6 months (In Dubai)**
 - o Order picking
 - o Inventory checking
 - o Worked as Team leader
 - **3 months worked in IT Department as IT Support (In Dubai)**
 - **Transferred to Oman Warehouse Office (In OMAN)**
 - o Checking 24 Branches stock and sales
 - o According to the sales and stock I will prepare orders invoices
 - o Supervising Storekeepers
 - o Branch and Store Inventory taking
- **POLYCAB WAREHOUSE (WICAB MARKETING) - INDIA, 7 MONTHS**
 - o Billing (Oracle)
 - o Scanning Inward and Outward of Warehouse Stock
 - o QR code printer operating
 - o Documenting
- **Three month working experience Capricon Logistics**
- **Two months Data entry working experience in South Indian Bank(SIB) Kalamassery**
- **Six months working experience in COLORBAR USA Cosmetics as a Beauty Advisor and Sales**

EDUCATIONAL HISTORY

- **BBA CA** from Madurai Kamaraj University, Tamil Nadu
- **DIPLOMA IN LOGISTICS** from London College of Business and Finance, Kakkannad 2017
- **Higher Secondary** from Alwaye Settlement HSS Aluva from Higher Secondary Examination Board 2013
- **SSLC** from KEMHS Alangad Kerala Education Department 2011