



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 Inword 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 Always Settlement HSS Aluva from Higher Secondary Examination Board 2013
 - **SSLC** from KEMHS Alangad Kerala Education Department 2011