

# CURRICULUM VITAE

## PERSONAL INFORMATION

**Marital status** : Single  
**Visa Status** : Employment Visa (FREELANCER)  
**Tel** : (+971) 559550528  
**Address** : Dubai, United Arab Emirates  
**Email** : [louistemban85@gmail.com](mailto:louistemban85@gmail.com)  
**Nationality** : Cameroonian



## OBJECTIVE

A reliable and results-driven individual with significant experience in customer service, sales/marketing and hospitality. Presently looking for transition to a long term career where I can utilize my skills and knowledge to develop and promote a positive work environment.

## Applying for Warehouse Associate position

### WORK EXPERIENCE

**COMPAN; AMAZON (March 17 to December 2020)**

**BRANCH ;DXB3 and DXB4**

**WAREHOUSE ASSOCIATES**

#### **Duties**

- Prepare and complete orders for delivery or pickup according to schedule (load, pack, wrap, label, ship)
- Operate pallet mover, load and unload trucks, perform cycle counts, and utilize computer to track shipments and inventory
- Coordinate warehouse operations to support internal and external customers
- Ensure compliance with environmental health, safety and corporate regulations
- Sustain zero safety hazards by proactively maintaining a clean and organized warehouse environment as well as optimize space utilization
- and shipping of orders
- Contribute to improve efficiency and nearly 100% accuracy in order tracking and processing
- Report damaged or missing inventory to supervisors
- Update logs and documentation for inventory processing

**COMPANY: ARAMEX (2019 to 2020)**

**BRANCH : DUBAI FREE ZONE**

**WAREHOUSE ASSISTANT**

#### **DUTIES**

- ® Quickly assembling and filling large and small orders to be shipped to customers.
- ® Operation power handling equipment to move stock and select and palletize loads.
- ® Moving pallets by hand, hand truck, electric pallet jack or manual pallet jack

## **BRASSERIES DU CAMEROUN (2015-2017)**

### **Warehouse helper**

#### **Responsibilities**

- Documented distribution flow, prepare mailing labels, and tracked shipment using advanced proprietary database.
- Ensured timeliness and accuracy.
- Recorded, monitored, and reported inventory levels to warehouse supervisor.
- Pulled and packaged large volume of shipments daily and recorded weight.
- Handled shipping of high-value items with zero instances of damaged goods.

#### **COMPUTER SKILLS**

- MS Office suite.
- Skilled in research and finding appropriate materials from the internet.
- Experience with social media and internet research.
- CRM software.

#### **EDUCATION**

- ✓ Ordinary Level certificate.

#### **LANGAUAGE**

Fluent in English and French

#### **INTERESTS AND HOBBIES**

- Jogging, Singing and Reading, trying new recipes.

#### **REFEREES**

Available upon request

#### **DECLARATION**

I hereby certify that the information given in this document is true and correct to the best of my knowledge and belief.