



AJMAL ROSHEN

Store Operations / Accountant

ajuroshen95@gmail.com

+971507154003

OBJECTIVE:

Driven, results-oriented professional with more than 3 years of experience in store operation and inventory controller. Now looking forward to making a continued significant contribution to a forward-thinking company in return for a similar appointment that offers opportunity for progression

EDUCATION:

M.COM – GENERAL (Pursuing)

Bharathiyar University, TamilNadu - India

B.COM- CO-OPERATION

Calicut University, Kerala – India

IMAT- Accounting Training and Practice

SKILLS:

SAP	☆☆☆☆☆
MS Word	☆☆☆☆☆
MS Excel	☆☆☆☆☆
Tally ERP 9.0	☆☆☆☆☆
MS Outlook	☆☆☆☆☆

BAHRAIN Driving License

License No. 951132520

LANGUAGES KNOW:

- English
- Hindi

PERSONAL INFORMATION:

Date of Birth : 27th Nov 1995
Nationality : Indian
Marital Status: Single
Religion : Islam

HIGHLIGHTS:

- * 4 Years of professional experience including 3 years Bahrain experience in multinational corporation
- * Experience in store operations and inventory control
- * Ability to interact with people diplomatically and confident
- * Self-motivated with Strong decision making and analytical skills
- * Abilities to analyses and solving the problems
- * Motivator, Leadership skills and team player

PROFESSIONAL EXPERIENCE:

Lulu Group International, BAHRAIN

November 2018 – November 2021

A reputed Hypermarket chain and retail company

Store Keeper/Inventory controller

- * Responsible for the store operations
- * Co-ordination with suppliers and warehouse teams
- * Assist Cost Control in the monthly stock-taking
- * Preparing and monitoring inventory of the list of the materials
- * Maintain inventory of the daily issuing and receiving materials
- * Maintaining all the documents of the issuing and receiving materials and submitting the proper authority
- * Making Timesheet of the supplied employee and submit to the office
- * Maintaining of good relationship with suppliers
- * Stock maintenance and Inventory Management
- * Daily monitoring wastage of outlet

P.R.O TRACK (Chartered Accountancy Firm), Kerala -India

November 2017 – November 2018

Accountant

- * Accounts payable
- * Accounts receivable
- * Responds to queries by telephone and mail
- * Follow-up debtors
- * Payroll, Bank reconciliation, Stock management

DIYA TRADERS - Kerala -India

May 2017 – October 2017

Sales Executive

- * listen to customer requirements and present appropriately to make a sale
- * Negotiate the terms of an agreement and close sales
- * Attend team meetings and share best practice with colleagues

PASSPORT DETAILS:

Passport Number : P5252330
Date of Issue : 13/12/2016
Valid up to : 12/12/2026

DECLARATION:

I, hereby assure you that the above furnished details are true to the best of my knowledge.

AJMAL ROSHEN
DUBAI