



TO JOIN AN ORGANISATION IN A POSITION EXECUTIVE CAPACITY WHERE LEADERSHIP AND MANAGEMENT SKILLS CAN BE EXERCISED TO IMPROVE THE FIRMS EXPANSION AND LONG TERM VIABILITY AS A SUCCESSFUL BUSINESS CONCERN TO UTILIZE MY SKILLS, POTENTIALS AND TALENTS.

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 Dubai

WORK EXPERIENCE

INVENTORY ASSISTANT (DECEMBER 2014 TO 2017)  
MAJELAN AUTO SPARE PARTS LLC

ACHIEVEMENTS/TASKS

- MAINTAIN DAILY CASH RECORDS AND PROPER MANAGING OF CASH INFLOWS AND OUT FLOWS
- PICKING AND PACKING WITH GOOD CONDITION AS PER THE INVOICE STOCK CHECKING AS PER THE KAISEN SYSTEM BINING PART ON LOCATION

COUNTER SALE (JANUARY 2018 TO SEPTEMBER 2019)  
AT JABAL AL NOOR GENERAL TRADING LLC

ACHIEVEMENTS/TASKS

- UNDER STANDING & ADVISING OUR CUSTOMER ON REQUIRED SPARE PART
- EXPERIENCED USING EPC(ELECTRONIC PART CODE)SYSTEM ON DISTRIBUTION OF VEHICLE SPARE
- PARTS PRESENTING AND EXPLAINING THE PRODUCT OF THE CUSTOMER .RESPONDING TO INCOMING EMAILS AND AMP;PHONE CALLS

WAREHOUSE MANGER (2019-2020) AT EYAD AL MAHMID TRADING LLC

ACHIEVEMENTS/TASKS

- TO CHECK WAREHOUSE SAFETY AND SECURITY
- INSPECTING GOODS ENSURING EFFECTIVE OPERATIONS,HANDLING CUSTOMER REQUEST AND OVERSEEING SAFETY
- TO MAKE A GOOD TEAM WORK.

COMPUTER SKILLS

- MS OFFICE
- EPC SOFTWARE

JOB INTEREST

- SPARE PARTS-SALES AND CUSTOMER SERVICE
- LOGISTICK COORDINATOR
- WARE HOUSE DEPARTMENT
- AUTOMOTIVE INDUSTRY
- FLOOR IN CHARGE

PERSONAL INFORMATION

DATE OF BIRTH : 02-07-1993  
NATIONALITY : INDIA  
CASTE : MUSLIM  
STATUS : SINGLE

SKILLS

LEADERSHIP

CUSTOMER SERVICE

COMMUNICATION

TIME MANAGEMENT

INDEPENDENT DECISIONS

PROBLEM SOLVING

CREATIVITY

DECISIONS MAKING

CRITICAL THINKING

PUBLIC SPEAKING

TEAM WORK

LISCENCE

- VALID UAE DRIVING LISCENCE

EDUCATION

- DIPLOMA IN AUTOMOBILE ENGINEERING  
(COURSE COMPLETION)  
ANNA UNIVERSITY  
2011-2014
- HSE  
KERALA STATE  
(2009-2011)

ORGANISATION

- MAJELAN AUTO SPARE PARTS LLC
- JABAL AL NOOR GENERAL TRADING LLC
- EYAD AL MAHAMID TRADING LLC

DECLARATION

I HERE BY DCLARE THAT ALL THE ABOVE  
STATEMENTS ARE TRUE IN THE BEST OF MY KNOWELDGE  
AND BELIEF.

LANUGAGES

- ENGLISH ☒ ☒ ☒ ☒ ☐
- ARABIC ☒ ☒ ☒ ☐ ☐
- HINDI ☒ ☒ ☒ ☐ ☐
- MALAYALAM ☒ ☒ ☒ ☒ ☒
- TAMIL ☒ ☒ ☒ ☐ ☐

INTEREST

TRAVELLING

MUSIC

READING

GAMING

JAMSHAD.M