



KELVIN NJENGA MUTHONI

CONTACT

+971557025736

kelnjemu426@gmail.com

Dubai, UAE

Kenyan

EDUCATION

**AIC Naivasha Technical
Training Institute**
Electrical Installation

Kieni secondary School
High School Diploma

SKILLS

- Technical proficiency
- Customer service
- Inventory management
- Order picking and packing
- Forklift operation
- Stock organization
- Safety protocols adherence
- Equipment maintenance
- Time management

LANGUAGE

- English
- Swahili

Dedicated warehouse assistant with a strong work ethic and a commitment to supporting efficient operations. Skilled in organizing inventory, maintaining cleanliness, and collaborating with team members. Proven ability to adapt to changing priorities and contribute to a safe and productive work environment. Seeking to leverage experience and contribute positively to a dynamic warehouse team.

PROFESSIONAL EXPERIENCE

2022 – Feb 2024 |Amazon, Dubai UAE

Warehouse Receiver/picker/packer

- Improved accuracy in inventory tracking.
- Enhanced the efficiency of receiving, picking, and packing processes.
- Maintained high standards of warehouse organization.
- Fostered strong relationships with suppliers.
- Streamlined communication between warehouse and other departments.
- Ensured timely and accurate receipt and dispatch of goods.
- Promoted a safe and clean working environment.
- Assisted in training new warehouse staff.
- Implemented best practices for handling, storing, and packaging products.

2020- 2022| Agility Logistics Warehouses, Kenya

Warehouse Assistant

- Enhanced organization and tidiness in warehouse areas.
- Fostered positive teamwork and collaboration among colleagues.
- Improved communication with team members and supervisors.
- Demonstrated flexibility in handling various tasks as needed.
- Contributed to a smooth and efficient workflow.
- Took initiative to assist in problem-solving and resolving issues.
- Supported a safe and respectful work environment.
- Showed dedication and reliability in daily responsibilities.

REFERENCES

[Available upon request]