

ASIF MUHAMMAD N F



CURRICULUM VITAE

“I AM LOOKING FOR AN EXCELLENT CAREER IN ANY SECTOR WHERE I CAN WORK IN A DYNAMIC AND STABLE CONDITION WHICH PROVIDES ME THE OPPORTUNITY TO IMPROVE MY SKILLS AND KNOWLEDGE ALONG WITH ORGANISATIONAL GROWTH AND OBJECTIVES...”

FEATURED SKILLS

- Hard Working
- Loyal Toward Work
- Leadership Quality
- Self Motivated
- Team Work
- Quick Learning Ability
- Time Management
- Written and verbal skill
- Adaptable

SKILLS

- Tally ERP
- Peachtree
- Daceasy
- Quick books
- Tata EX
- Aqura

PERSONAL DETAILS

- Father’s Name :Naisam E R
- Mother’s Name:Faseela Beevi
- Date of Birth: 25/04/2000
- Sex: Male
- Nationality: Indian
- Religion & Caste:Islam/Muslim
- Marital Status:Single
- Passport: V 3065857
- Visa Status:Visit Visa

CAREER EXPERIENCE

- ✓ **Worked as trainee in warehouse department at Aiwa shipping and logistics February 2022 to September 2022.**

Main Duties Performed:

- ✓ Worked as part of a warehouse team at Aiwa shipping and logistics.
- ✓ Assist in shipment co-ordination.
- ✓ Document controlling.
- ✓ Record – keeping and transfer of consignment, tracking of consignment.
- ✓ Processing, packing and assembling orders for dispatch.
- ✓ Deliver materials to the staging area and verifying.
- ✓ Worked in the section of labeling of consignment.
- ✓ Dealing with customer enquiries regarding damage or missing goods.
- ✓ Maintain good and healthy relationship with client /vendors.

- ✓ **Worked as Store Keeper at Mullikkattil used Cars and Spare parts June 2019 to July 2021.**

Main Duties Performed :

- ✓ Preparing and completing Spare Parts orders for their delivery.
- ✓ Preparing delivery note and handovering equipment to the customers.
- ✓ Maintain storage and inventory.
- ✓ Handling, labeling, storing of spare parts in store.
- ✓ Keeping receipt voucher.
- ✓ Make purchase request for new stock items.
- ✓ Make sure every item availability to avoid out of stock issue.

LANGUAGE

- Malayalam
- English
- Tamil

CONTACT INFO

- Dubai, United Arab Emirates
- Mobile: +971522630135
- asifshimal369@gmail.com

DECLARATION

I hereby declare that the above furnished details are true to the best of my knowledge.

ACADEMIC QUALIFATION

- **Diploma in Logistics and supply chain management**
Transglobe School of Logistics and Aviation Management
approved by ATHE – U K and STED Council, India and logistics skill
sector council NSDC India - **2022**
- **Master Accounting**
Regional Human Resources Development and Management
Society Thiruvananthapuram - **2019**
- **Bachelor of Commerce (Finance)**
Dr. Palpu College of Arts and Science, Pangode, Puthussery,
Thiruvananthapuram **2018 – 2021**
- **Higher secondary Education (Commerce)**
Govt. Higher Secondary School Chithara, Kollam - **2016-2018**
- **Grade 10**
Govt. Higher Secondary School Chithara, Kollam - **2016**

PLACE :DUBAI

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