

JASEEL VELLENGARA

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I am a dedicated 6 years of professional experience with a diverse skill set and a strong work ethic. I excel in managing tasks efficiently, problem-solving, and collaborating with teams to achieve common goals. My adaptability and eagerness to learn make me an asset in various work environments. With a keen eye for detail and effective communication skills, I strive to contribute positively and excel in any role I undertake.

Currently Seeking position as **warehouse associate, Shift Supervisor, Administrative Supervisor, Store keeping Supervisor, Tele caller Supervisor and Security supervisor.**

KEY SKILLS

Leadership
Teamwork & Collaboration
Communication skills
Adaptability & Flexibility
Time Management
Critical Thinking
Problem solving

LANGUAGE SKILLS

Malayalam (Native)
English (Fluent)
Polish (Fluent)
Tamil (Conversational)
Hindi (Conversational)

PERSONAL DETAILS

Nationality Indian
DOB 15/06/1995
Gender Male
Visa Status Visit Visa
Visa Expiry 10 Mar 2024

EDUCATION

10th Grade Kerala Board of Public Examination | 2010, Kerala
12th Grade Higher Secondary Board of Kerala | 2012, Kerala
BCA - Bachelor of Computer Applications- Calicut University | 2015, Kerala

EXPERIENCE

- **Warehouse associate;** ASM Sales force agency: | 2017- 2020
- Łódź, Poland
 - Process, package and ship orders accurately
 - Organize stocks and maintain inventory
 - Inspect products for defects and damages
 - Examine ingoing and outgoing shipments
 - Organize warehouse space
 - Receive, unload and place incoming inventory items appropriately
 - Check, verify and fill customer invoices
 - Abide by all company safety and hygiene regulations
 - Contribute ideas on ways to improve or optimize warehousing procedures
 - Keep warehouse clean and organised daily

Reference: Woilletta Borowska +48 667352762

- **Labour Supervisor;** Sanam solutions Agency: | 2020-2023
- Łódź, Poland
 - Creating and managing team schedules
 - Managing workflow
 - Assisting managers with staff requirements
 - Ensure output meets quality standards
 - Hire and train new employees
 - Maintain good housekeeping at workplace
 - Motivating and supervising employees
 - Provides feedback on employee work performance
 - Check production output according to specifications
 - Prepare and submit performance reports
 - Report to upper management
 - Resolve conflicts between employees
 - Supervises processes and ensure smooth operations
 - Set expectations and hold employees accountable

Reference: Amir Ponnarathummam +48 729 670 281