** **

**Name: Arivazhagan guna**

**Mobile: *+971-509497280,+971564860446***

**Email ID: arivu.azhagan910@gmail.com**

***CAREER OBJECTIVE:***

* To get associated with a progressive organization with better growth prospects, prove my capability, utilizing my educational knowledge, both theoretically and practically sharpens my skills to excel in my field of expertise. Seeking a position to utilize my skills and abilities in the industry that offers professional growth while being resourceful, innovation and flexible.

***CAREER PROFILE:***

* To secure a challenging position of **STOREKEEPER** for mutual benefit if given a chance in your reputed organization to facilitate professional growth based on my qualification and experience, while embracing new methodologies & strategies to remain competitive in the market.
* ***employment history:***

 **1. Employer National Corporation for Tourism & Hotels, Abu Dhabi, UAE.**

* **Designation : Storekeeper**
* **Location : Abu Dhabi**
* **Job Duration : November 2008 to till date.**

**2. Employer Kurinchi supermarket**

* **Designation : Storekeeper**
* **Location : Tamilnadu (Chennai)**
* **Job Duration : Feb.2006 to Nov 2007**

***CURRENT JOB LOCATION:***

* **National Corporation for Tourism & Hotels, AbuDhabi, UAE.**
* **Location: S.O.C NAHEEL CATERING NCTH**
* **Position: Storekeeper**
* **Department: Catering Support Services division.**

***Professional experience:***

* **Receive the goods from suppliers and check whether they meet the requirements mentioned in the purchase order.**
* **L p o making.**
* **Arrange received the materials as required.**
* **Ensure that the materials are stored safely.**
* **Keep a record of receipt and issue of goods**
* **Issue materials according to the requirements.**
* **Dispatch purchase requisition for buying fresh goods.**
* **Manage at the store.**
* **Maintains inventory by conducting monthly physical counts, Variance, inputting data.**
* **Monthly reconciliation.**
* **Daily food cost monitoring.**
* **Chiller. Freezer temperature monitoring.**
* ***Summary.***
* ***Willing to work hard.***
* ***Self-disciplined & self-motivated.***
* ***Strong personality.***
* ***Ability to handle stresses & assumes responsibility.***
* ***Ability to work under pressure.***
* ***Enjoy team work spirit.***
* ***Soft spoken, debonair and disciplined.***
* ***Pleasing personality.***
* ***Efficient to build a good relationship, utilize skills of workforce.***
* ***Young, Energetic and result oriented professional with a good academic background.***
* ***Excellent communication and interpersonal skills.***
* ***Good team player with excellent team handling and leadership skills.***
* ***Adept at learning new concepts quickly, working well under high pressure.***
* ***Excellent decision making skills with a positive approach.***
* ***Education Qualification.***
* ***HSSLC Passing Year 2005.***
* ***High field Qualification***
* ***H A C C P. Level 2 Certificate number***
* ***ADNOC FIRE AWARENESS TRAINING CERTIFICATE***
* ***Computer skills***
* ***Basic Computer***
* ***Windows Operating System***
* ***MS Office(Word, Excel, PowerPoint)***
* ***ERP***
* ***Beams(Business Transaction Software)***
* ***SAP(Business Transaction Software)***
* ***Good knowledge of hardware, software & internet.***
* ***EXPERIENCE CERTIFICATE***
* ***10 YEAR EXPERIENCE IN NCTH ABUDHABI-UAE***
* ***ELEMENTARY FOOD HYGINE CERTIFICATE-2012***
* ***BEST HYGINE &HSE PRACTICES AWARD-2013***
* ***CERTIFICATE OF APPRECIATION BY NCTH CATERING-2017***
* ***Personnel Details:***

**Name** : ***Arivazhagan guna***

**Father’s Name :** ***Gunasekaran nagraj***

***Date of Birth***  *:* ***9th June 1990***

***Place of Birth*** *:* ***Tamilnadu(Chennai)***

***Gender*** *:* ***Male***

***Marital Status******: Married***

***Nationality***  *:* ***Indian***

***Languages*** *:* ***English, Arabic, Hindi& Malayalam&Telugu***

* ***Passport Details :***

***Passport Number : S 5791994***

***Date of Expiry : 10-07-2028***

***Visa Status : Employment Visa***

***Mobile No. : +971-509497280***

* ***DECLARATION***

*I hereby declare that the information furnished above is true to the best of my knowledge.*

 *Thanking you For Anticipation,*

*Date: (ARIVAZHGAN GUNA)*

*Place:*