



Mohamed Irfan

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Objective

- To obtain a challenging and rewarding Storekeeper position, utilizing my skills and experience to contribute to the success of the team.

Summary

Dedicated and detail-oriented Storekeeper with 2 years of experience in managing Inventory, receiving and storing stock, and maintaining a safe and organized environment.

Experience

- **2XL Home, Sharjah, UAE** 10-2021 - 10-2023

Warehouse Storekeeper

- Received, inspected, and stored stock in a safe and organized manner.
- Conducted regular stocktakes and reconciliations.
- Maintained a clean and tidy warehouse environment.
- Collaborated with team members to meet productivity and accuracy standards.
- Utilized warehouse management system to track inventory and orders.
- Experienced in working in high-pressure, fast-paced environments.
- Skilled in replenishing stock, sorting merchandise and organizing freight shipments.
- Adept at accurately recording product information and maintaining accurate inventory records.
- Experienced in counting, and verifying all incoming shipments.
- Knowledgeable in preparing and auditing all paperwork related to receiving and shipping.
- Experienced in ensuring that all products are stored and tracked properly.
- Proven success in preparing outgoing shipments and documenting their contents.
- Proficient in reconciling discrepancies in shipment records.
- Managed and maintained accurate inventory records.

Skills

- MS word, MS Excel
- Tally ERP
- Inventory management
- Communication
- Time management
- Attention of details
- Teamwork and collaboration

Education

- **SS International University** 2018-2021
Bachelor in computer science (BSC cs), India
- **Al Ameen Matriculation Higher Secondary School** 2018
HSC, India

Personal Details

- Date of Birth : 23/07/2001
- Marital Status : Single
- Nationality : India
- Passport : T6578261
- Gender : Male