

# Mohammed Shinas

## OBJECTIVE

To associate with a progressive and dynamic organization that would provide me an opportunity to apply my knowledge and skills in order to keep me abreast with the latest technologies in management field and enable me to be a part of the team that works towards the growth of organization.

## EXPERIENCE

- Store Keeper**

Feb 2023 - Jan 2024

Nesto Hypermarket, Dubai

  - Ensured proper storage of items to prevent damage or spoilage.
  - Monitored stock levels and initiated reordering when necessary to maintain optimal inventory levels.
  - Worked closely with other departments to fulfill their stock requirements and address any issues.
- Store Keeper**

2019 - 2021

Shaji Automobiles

  - Receive and inspect incoming vehicle parts and accessories to ensure quality and accuracy.
  - Organize and maintain inventory by properly storing parts, labelling shelves, and conducting routine stock checks.
  - Process customer orders accurately and efficiently, ensuring the availability of parts and accessories.

## EDUCATION

- Bachelor of Business Administration**

2018

Bharathiar University, TamilNadu
- Higher Secondary Education**

2014

GOHSS Pattambi, Kerala
- High School Education**

2012

GOHSS Pattambi, Kerala

## CONTACT

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## SKILLS

Tally  
SAP  
Microsoft Word  
Microsoft Excel

## CERTIFICATIONS

Professional Diploma Computerized Financial Accounting (PDCFA)  
Documentation Assistant

## PERSONAL DETAILS

Date of Birth: 05/10/1996  
Nationality: India  
Languages Known: English, Malayalam, Hindi