



SREERAG M S

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Objective

Reliable and detail-oriented Storekeeper with over 8 years of experience in inventory control, warehouse operations, and material handling. Skilled in receiving, storing, issuing goods, and maintaining accurate stock records using manual logs and inventory software. Proven ability to organize storage spaces efficiently, reduce stock discrepancies, and support smooth supply chain operations. Strong organizational skills, a commitment to safety, and the ability to work effectively both independently and within a team.

Experience

- M Medical Dental Supplies.Karama,Dubai** 17-03-2024 - 15-01-2025
STORE KEEPER
 - Check and inspect all incoming materials for quality and quantity.
 - Record goods received and ensure they match purchase orders.
 - Store items in appropriate locations and label them properly.
 - Maintain cleanliness and order in the storage area.
 - Keep accurate records of stock levels using manual logs or inventory software.
 - Conduct regular stock-taking and report any discrepancies.
 - Ensure timely and correct distribution of materials to departments or customers.
 - Record all items issued from the store.
 - Maintain all documents such as delivery notes, invoices, and stock records.
- Reliance Jio Infocomm Ltd(RJIO)India, Kerala** 03-01-2019 - 15-12-2023
WAREHOUSE LEAD
 - Ensure effective utilization of warehouse areas and observes proper loading, unloading, stocking and safekeeping of items to maintain the quality of finished goods in order.
 - Effectively monitors flow of goods and implements First - in First-Out (FIFO) method.
 - Continued accurate inventory levels to make sure adequate stocks were available to meet customer demands consistently.
 - Verify all incoming and outgoing shipment.
 - Assure safety levels are maintained at the highest levels.
- Nirapara (FMCG) India, Kerala** 18-11-2014 - 11-12-2018
WAREHOUSE ASSISTANT
 - Marked stocks items by using identification tags, stamps, electric marking tools, and other labeling equipment.
 - Issued or distributed materials, products, parts and supplies to end -user, based on information from incoming requisitions.
 - Received and counted stock items, parts and equipments as well as record data manually or on a computer database.

Education

- Mahatma Gandhi University** 2012
B.S.C Computer Science.
- Kerala State Board** 2009
Higher Secondary School

Skills

- Inventory management.
- Organizational skills.
- Record keeping.
- Quality Assurance.
- Negotiation.
- Computer and inventory software knowledge.

Activities

- Playing Badminton
- Music

Languages

- English
- Malayalam
- Tamil
- Hindi

Personal Details

- Date of Birth : 16-11-1990
- Marital Status : Married
- Nationality : Indian
- Passport : W3218104
- Gender : Male
- Driving Licence : Indian Driving licence

Additional Information

- Visa Status: Visit Visa.
- UAE Attested.