

# CV



**QASIM ISLAM**

## CONTACT

**Address:**  
Sharjah, UAE

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## PROFILE

Nationality: Pakistan  
Date of Birth: 01-01-1986  
Gender: Male  
Marital Status: Married

## PASSPORT DETAILS

Passport No: XS1802553  
Date of Issue: 20-July-2023  
Date of Expire: 18-Jul-2028

**Visa Status: Visit Visa till  
( 22-11-2023 )  
Next Visit Visa Extendable  
22-12-2023**

## CAREER OBJECTIVE

I aspire to work with an organization that is dynamic and provides challenging work environment, demanding skilled personnel to grow individually and professionally with the organization.

## STRENGTHS

- Excellent Skills of operational functions..
- Able to give detailed information regarding store process.
- Knowledge of inventory/Store & Supply Chain functions.
- Excellent skills in Sales & Marketing functions.
- Ability to work in multidimensional work environment.
- Demonstrated ability to work under pressure.
- Exceptional interpersonal skills.
- Result-driven with a proactive and self-motivated attitude.
- Excellent in English, Urdu, Punjabi and Hindi languages.

## ACCOMPLISHMENTS

- Part of operational team of Nfpc
- Employee of the month July,2020
- Nominee for employee of the year, 2021 Nfpc

**Organization: National Food Product Company LLC & Arla Foods**

**Tenure: July 2019 – July 2022**

**Designation: Warehouse Helper**

### RESPONSIBILITIES:

- Assisting in loading and unloading receiving /outgoing the items of warehouse.
- Arranging all crates/ wooden and plastic palates to keep ready for loading.
- Arranging and count the all Expiry Products for final checking..
- Arranging the damage items for preparing damage information report.
- Arraigning the daily fresh loading sheets for truck's delivery.(Fresh and Bakery Products)
- Following the FIFO method to ensure the supply of food items within the specific time.
- Offloaded shipment, physically check and notify any discrepancies, if not store the items
- Inappropriate and orderly manner according to reference numbers, brand names.
- Making Sure that goods are stored in the right manner while maintaining safety and hygiene.

**Organization: Atlantic Enterprises,Surgical Instruments Units-Pakistan**

**Tenure: July 2014 - Dec2018**

**Designation: Procdution/Packing Helper**

### **Responsibilites:**

- Assemble materials and equipment as required.
- Assist in the loading of raw materials to the production lines.
- Assist in lifting, carrying, and moving loads as required.
- Meet the deadlines of individual production tasks during shifts.
- Check stock level report deficiencies in productsor raw materials.
- Ensure shipping procedures are timling.
- Maintain the warehouse's machines.

**Organization :** Q&S Surgical Sialkot - Pakistan

**Tenure:** Mar 2010 – April 2013

**Designations :** Store Helper

**RESPONSIBILITIES:**

- Assist in receipts, records and issuance of the stocks.
- Ensure adequate record keeping and manage all documentation to confirm proper stocks and maintain inventory system.
- Assist in deliveries for damage, discrepancies and report to accounting department for storekeeping and records keeping.
- Perform other stock related duties including returning, packing, pricing, and labeling supplies.

**I.T. PROFICIENCY**

- Proficient in MS Word, Excel,
- Internet and social media interaction.

**ACADEMIC EDUCATION**

- **Certified the Sharjah Food Safety Program GHP Staff Course (UAE Govt).**
- **Diploma in Sales & Marketing Management.(ILO&EDF). Ministry of Labour Manpower &Overseas Pakistanis).**
- **Intermediate in Commerce 12th Class (B.I.S.E Education, Gujranwala) 2004.**
- **Metric 10th Class (B.I.S.E Education ,Gujranwala ) 2002.**

**DECLARATION**

hereby declare that the above Mentioned Statements are true and correct to the best of my knowledge.

**QASIM ISLAM**