



MUHAMMED FAVAS - LOGISTICIAN

Logistics and supply chain excellence – CILT(UK) certified

PROFILE

A qualified logistician with two years of working experience in logistics, accounts, and administration. Highly skilled at day-to-day operations at warehouse and inventory management, accounting, and administrative activities.

WORK EXPERIENCE

Warehouse Assistant – ABM4 Traders Kochi, Kerala (1st August 2022 to 31st August 2023)

Key activities

- Inventory control and management.
- Preparation of invoices, payment vouchers, journal vouchers, credit notes, debit notes, etc.
- Placing the orders and coordinating the procurement of materials from various suppliers.
- Ensuring proper Stock movement (inward and outward).
- Follow up on the due and overdue payments.
- Performing periodical stock audit.
- Preparing due list payments as cheques and other payments.

Accountant -QBS Enterprises Calicut, Kerala (1st March 2021 to 30th June 2022)

Key Activities

- Documentation related to accounting, such as preparation of invoices, cheques, bank vouchers, receipt and payment vouchers, journal vouchers, credit notes, debit notes, etc.
- Working with operations and suppliers to review and accept purchase invoices, record purchases and reconcile with suppliers.
- Preparing due list payments as cheques and online payments.
- Reporting cash position at the end of the day.
- Comply with tax returns on due dates.

Contact:

+971 561564058

favzinbox@gmail.com

Academic Details:

- Post Graduate Diploma In Logistics and Supply Chain Excellence (Level -6 Certificate) – CILT (UK)
- BCom - Annamalai University

Technical Skill:

- Shipping documentation.
- Management in Logistics and Transport.
- Inventory management
- Supply chain management
- Last-mile delivery
- Warehouse Management
- MS office
- SAP
- Blockchain in supply chain management.

Personal Details

Date of Birth: 11 June 1999
Languages Known: English, Hindi, Tamil, Malayalam
Address: Sharjah, UAE
Visa Status: Visit Visa
Visa Validity: 05 March 2024
Nationality: Indian
Marital Status: Non married