

JAVAD P M

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Sharjah, UAE



OBJECTIVES

I would like to apply in a company that would allow me to grow as an individual, where I can show my talent and skills and contribute to the company's success. To obtain a position that will enable me to use my strong organizational skills, educational background, and ability to work well with the people and will provide me the ability to apply my customer service skills and work experience to a growing industry and seek to the continued growth and success of the organization.

PROFESSIONAL EXPERIENCE

ISTANBUL SUPER MARKET L.L.C (2018 – 2021)

Section In charge

TROLLEYS SUPER MARKET (2021 – Present)

Section In charge

Duties & Responsibilities

- Arranging all items in their designated shelf area.
- Receiving items from suppliers
(Making sure all received items are of new production dates, right quantity, and quality)
- Making sure all items are arranged by dates to make sure FIFO is used.
- Making sure all stocks are organized cleanly in the storage.
- Separate damaged and expired good for GRV and make sure GRV are given back to suppliers.
- Follow GRV disposal guidelines and document retention.
- Making LPO's (Making orders to the suppliers through the company's system, making sure to order out of stock items, making order based on sales for the last 30 days.)
- Arranging items for transfer request from other branches.
- Knows how to operate cash counters.
- Monitoring shelves stocks and product displays, and the general appearance of the assigned section
- Addressing customers' requests, comments, and complaints related to the section assigned to me.
- Support customers by answering product questions.
- Give customers service information including product details.
- Process damaged goods in line with store policy. This may involve moving and pricing the item or tagging.

Have wide knowledge about inventory, stock checking.

SKILLS

- Have a good communication to other people around me.
- Teamwork
- Can manage problem well.
- Have a good leadership among others.
- Ability to work under pressure.

PERSONAL DATA

Full Name:	JAVAD P M
Gender:	Male
Date of birth:	05-03-2000
Nationality:	Indian
Marital Status:	Single
Passport	S0858599
Language Spoken:	English, Arabic, Hindi, Malayalam,

EDUCATION

Higher secondary School (Plus Two)
2016-2017

Secondary School Leaving Certificate (SSLC)
2014-2015

DECLARATION

I hereby declare that the details furnished above are true and correct to the best of my knowledge.

JAVAD P M