

JIJU VARGHESE JACOB
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Objective:

To create a niche for myself in an organization by utilizing my skill sets and to gradually climb the ladder of success along with the organization with hard work, sincerity and dedication.

Career Profile:

Company Name	Duration	Designation
APEX National Catering Service, Abu Dhabi	13 th Aug. 2022 – to Present	Assistant Storekeeper
National Corporation for tourism & hotels, Abu Dhabi	Jan 2015 – 12 TH Aug. 2022	Assistant storekeeper
ACS (A Xerox Company), Info park, Kochi	May 2012 to Dec 2012	Data entry operator

Duties & Responsibilities:

- Stock inventory
- Receiving & Ordering the items
- Staff training
- Items arrangements
- LPO's Ordering
- Following IFFO
- Check list preparing
- Receiving record making
- Managing and training store staff
- Ensuring that the store is kept clean and organized

Education Qualification:

Course	Institution	Board/University	Year	Marks
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B.Sc. Maths	Mar Thoma college, Thiruvalla	MG University	2010	Appeared
Higher Secondary	HSE VHSE, Kallissery	State Board	2007	Second class
SSLC	MGM HSS, Thiruvalla	State Board	2005	Second class

Computer Skills:

Professional Diploma in Computerized Financial Accounting.

Certification Course:

- Diploma in Process Control and Instrumentation.
- NCC (National Cadre Corps) B Certificate.

Technical Qualification:

- Food Safety Level 1
- Food Safety Level 2

Personal Profile:

Name : Jiju Varghese Jacob
 Fathers Name : V V Jacob
 Date of Birth : 5-03-1989
 Gender : Male
 Religion : Christian
 Nationality : Indian
 Marital Status : Married
 Mother Tongue : Malayalam
 Languages Known : English, Hindi, Malayalam, and Tamil
 Address : Venmelil (H), Kavumbhagom P.O, Thiruvalla, 689102
 Pathanamthitta, Kerala, India

Declaration:

I hereby declare that the information furnished above is true to the best of my knowledge.

Place: Abu Dhabi
Date :

JIJU VARGHESE JACOB