



# JISHNU V



Near sharf dg metro station,  
burdubai

## SUMMARY OF QUALIFICATION

Extremely motivated and passionate in whatever i choose to do. strong interpersonal and communication skills and know how to handle and deal with different kind of people and circumstances. Equally effective working in dependently and in cooperation with others.

## EDUCATION

ILSM- SKILL DEVELOPMENT BOARD UK  
Kerala steds kacherippadi-Cochin  
Advanced graduate diploma in logistics and shipping management  
(July 2021)

KANNUR UNIVERSITY  
Mahatma Gandhi Arts and Science College  
B-com with computer application (March 2020)

GVHSS KADIRUR ,KANNUR ,KERALA  
Computer Science (March 2017)

GHSS CHITTARIPPARAMBA,KERALA  
SSLC (March 2015)

## WORK EXPERIENCE

### PROCESS ASSOCIATE

RIVIGO SERVICES PRIVATE LIMITED ,CLASP LOGISTICS AND WAREHOUSING  
BANGALORE  
30/07/21-03/09/2022

### Duties and responsibilities

- Documentation
- Planning
- Qc and DEPSI
- Ensuring proper loading/unloading of consignments/boxes, into/from the vehicle
- reporting any damages, Excess, Pilferage, Shortage ,interchange of consignments/boxes
- Completing and checking basic documents like E-way bill etc.
- Supervising the labourers in stacking the boxes inside vehicle and on shop floor following all SOP (standard Operating Procedures)
- Ensuring shop floor management process
- In scan and out scan supervision

### ASSISTANT STORE INCHARGE

MOSONS ENTERPRISES,SIDCO INDUSTRIAL ESTATE,PALAYAD,THALASSERY,KERALA  
10/08/2022-22/04/2023

### Duties and responsibilities

- Maintain optimal stock level
- Inform the purchase department well in advance about the items that reach the re-order level to order from supplies
- Review physical inventories periodically

## OBJECTIVE

To seek a dynamic and challenging carrier in organization for making positive contribution towards the organization, and to find an environment where i could materialize my knowledge and interpersonal skills to help promote your corporate mission and exceed team goals. Also, to accept any position on which i am qualified that provides opportunity for healthy learning and additional training for myself .

## CONTACT



+971 54 598 7108



[jishnugp786@gmail.com](mailto:jishnugp786@gmail.com)



[Jishnu v](#)

## PERSONAL DETAILS

Date of Birth  
31-05-1999

Nationality  
Indian

Marital Status  
Single

Father's name  
Sadanandan P

Blood Group  
o+ve

## LANGUAGE

English ★ ★ ★ ★ ☆

Hindi ★ ★ ★ ★ ☆

Malayalam ★ ★ ★ ★ ★

Kannada ★ ★ ★ ☆ ☆

- maintain stock and consumption records
- Check incoming materials for quality, and quantity against invoices, purchase order and packing slips or other documents
- keeps and updates records of goods received and issued
- compiles report of expenditure, and monthly stock report

## **PROJECTS**

- To study the employee satisfaction of indian railway especially in kannur district
- Logistics and warehousing management

## **COMUTER SKILLS**

- TALLY ERP
- MS OFFICE  
Word  
Excel  
power point

## **STRENGTH**

- Strong work ethics and capable of problem solving
- Good grasping power
- Highly committed, hard working and creative
- Good communication skills
- Time management

## **DECLARATION**

I declare that the information and facts stated above are true and correct to the best of my knowledge and belief