



+971 562059094

Current Location
Naïf,
Deira

jprasun63@gmail.com

PERSONAL OVERVIEW

- Effective working independently as well as in a team
- Ability to take proactive approach to work
- Completes task with good quality on time
- Pleasant disposition and good at human relations

VISA STATUS

- Work Visa

JHUHANON PRASUN THOMAS

WAREHOUSE INCHARGE

Proactive and punctual Warehouse Incharge recognized for many years of hands-on experience in shipping and receiving freight and picking and pulling stock. Expertise in wrapping, boxing, labelling, and maintaining logs. Strong, robust, and comfortable lifting up to one hundred pounds at once. Skilled at working efficiently, correctly, and quickly.

SUMMARY

- 9 years of experience in warehouse as a warehouse Incharge.
- Ability to work flexible time
- Ability to create and manage quality standards
- Ability to handle huge, time constrained projects
- Good leadership quality to handle and manage team

PROFESSIONAL EXPERIENCE

Warehouse Incharge
Alshaya Group

2014 – present
DUBAI, UAE

Department: Operation

Duties and responsibilities

- Remained flexible to scheduling needs of business, including evening and weekend shifts.
- Worked in Inbound department (Receiving, Put away).
- Operation Department (Picking & Closing)
- Dispatch Department.
- Furniture Quality Checking.
- Inventory Control
- Leading Team
- Dealing suppliers for servicing & repairing for MHE & others
- Maintaining records of service & Maintenance for all MHE
- Maintaining First Aid items and stock Re-Stocking
- Requesting and follow up with the suppliers for skips & sewage water services.
- Incident reports escalating to management and LP through My AEP app.
- Collecting & Selling Re-Cycle items and maintaining record
- Providing site induction training for new staffs.

PERSONAL STRENGTHS & ATTRIBUTES

Strengths: Honest & Hardworking, Quick learner & Problem Solver, Self Confidence, Interpersonal Skills, Trustworthy

Attributes: Communication skills, Time management, Leadership, Good listener, Team player, self-motivated

PERSONAL DETAILS

D.O.B: 21st Oct 1989

Nationality: Indian

Marital Status:

married.

Languages: English, Hindi, Malayalam (Read, Write, Speak)

Passport: T8884025

**Sales & Purchase
Al Areej Stationery & Office Equipment Trading**

2012 - 2014
Sharjah

Duties and responsibilities

- Coordination of workforce
- Purchasing & Selling of stationery, Printer & printer inks
- Preparing Quotation for customers.
- Preparing Quotations, LPO & Invoices
- Handling POS Software

EDUCATION & CERTIFICATIONS

- Higher Secondary Education – Kerala State Education Department.
- S.S.L.C – Kerala State Education Department.
- ITC Draughtsman (Civil) *N.C.V.T, Government of India,*

COMPUTER KNOWLEDGE

- Autodesk Certified in AutoCAD
- Microsoft Office

TRAINING CERTIFICATE

- Level 2 Emergency First Aid at work
- Fire Safety fundamentals & proper use of fire extinguisher.

DECLARATION

I am happy to take responsibilities however hard it may be. I am a man of values and having faith in God. I am also confident of my ability to work in a team. I hereby declare that the above-mentioned information is true to my knowledge.

Date:

JHUHANON PRASUN THOMAS

Place: