



MUHAMMED MIRZA

APPLYING FOR ANY SUITABLE POSITION

VISA STATUS - VISIT VISA (UAE)

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QUALIFICATION

- **BACHELOR OF COMMERCE**
(CALICUT UNIVERSITY) 2020
- **PG DIPLOMA IN LOGISTICS AND
SUPPLY CHAIN MANAGEMENT**
(ADI INSTITUTE OF ENGINEERING)

TECHNICAL SKILLS

- SAP
- Tally, ERP
- Outlook
- MS Office (Excel, Word etc.)

LANGUAGES

- English (Fluent)
- Malayalam (Native)
- Hindi
- Tamil

PERSONAL DETAILS

- Nationality : Indian
- Passport No : V8231388
- Visa Status : Visit Visa
- Date of Birth : 15/09/1999
- Marital Status : Single

SKILL AND ABILITIES

- Excellent written and verbal communication skills.
- Highly organized and efficient.
- Ability to work independently or as part of team.
- Good communication skill in English
- **Profile**
Good communication skills, hardworking, ability to adopt and get along with people and eager to learn new things and willing to work as an individual or as a part of the team

Objective

Seeking a suitable position in accordance with my experience and skills gained over the years to the full extends for development, thereby contributing to the overall growth and profitability of the organization as well as attaining self-growth in career

PROFESSIONAL SUMMARY

Experienced logistics Officer & supervisor with expertise in optimizing supply chain operations in the food industry. Skilled in transportation coordination, distribution of perishable goods while maintaining quality standards. Proficient in team leadership, process improvement, and vendor management. Seeking to enhance logistical operations and drive business success.

CORE QUALIFICATIONS

Logistics expertise in transportation, inventory management, and distribution optimization. In-depth knowledge of Dubai's logistics industry, including customs procedures and import/export regulations. Proven track record in supply chain including forecasting and supplier relationship management. Proficiency in logistics software and systems for tracking shipments and analyzing data. Strong problem-solving skills, adept at addressing logistical challenges and adapting to disruptions. Supply chain management. Strategic initiatives

WORK EXPERIENCE

- **Lazza Food Industry (Ernakulam 1 Year)**
- **Logistics Supervisor**

- Managed instore system to locate inventory and place special orders for customers.
- Maintaining systematic operations and relations in the warehouse.
- Completed physical inventory counts each month.
- Providing specialized services according to the customers' requirements.
- Maintaining both pieces and cartoon inventories.
- Smooth handling of warehouse operations.
- Monitoring goods receipt note and goods delivery note.
- Receiving and releasing FMCG products by considering manufacturing date & expiry date.
- Collection & interpretation of daily warehouse data's.
- Taking immediate actions by prioritizing events.
- Providing value added services to customers on their requests.
- Collecting orders from customers and ensuring customer satisfaction.

- **Flipkart (Bengaluru 1 Year)**

- **Intern Logistics Assistant.**

- Receiving Shipments
- Sorting and Storing
- Picking Orders
- Packing Orders
- Inventory Management
- Maintaining Cleanliness and Safety
- Returns Processing
- Assisting with Other Tasks.

Declaration

I hereby declare that all the statements given above are true, complete and correct to the best of my knowledge and believe.