

# CURRICULUM VITAE

**KUNDAN PANDEY**

United Arab Emirates, Dubai.

Email: kundanpandey1092@gmail.com

Post Applied for:

**WAREHOUSE**



## OBJECTIVE

A position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience a place where an encourage and permitted to be an active participant as well vital contribute on development of the company.

## SKILLS

- ✓ Efficient and well-behaved person
- ✓ Good communication skills
- ✓ Very Energetic result oriented and organized
- ✓ Ability to work well in terms
- ✓ Fast adaptive learner with excellent power to learn

## EDUCATION QUALIFICATIONS

- 12<sup>th</sup> CLASS

## WORK EXPERIENCE

- ❖ Presently working as PICKING PUTAWAY STOCK CHEK with NOON COMPANY DUBAI UAE from 03 months.
- ❖ Worked as GYPSEM CARPENTER in INDIA 3 years.
- ❖ Worked as SALES MARKETING GARMENTS COMPANY in INDIA 2 years.

## DUTIES AND RESPONSIBILITIES

- Prepare and complete orders for delivery or pickup according to schedule (load, pack, wrap, label, ship)
- Receive and process warehouse stock products (pick, unload, label, store)
- Perform inventory controls and keep quality standards high for audits
- Keep a clean and safe working environment and optimize space utilization
- Complete diary logs into inventory
- Report any discrepancies
- Communicate and cooperate with supervisors and coworkers

## PERSONAL INFORMATION

- Nationality : INDIA
- Date of Birth : 04/08/1996
- Gender : MALE
- Marital Status : MARRIED
- Language Known : HINDI ENGLISH

## PASSPORT DETAILS

- Passport No : V0456303
- Date of Issue : 02/02/2021
- Date of Expiry : 01/02/2031
- Visa Status : EMPLOYMENT VISA

## CHARACTER REFERENCE

I hereby and certify that the above mentioned is true and correct to the best of my knowledge and belief.

**KUNDAN PANDEY**