|  |  | Mohammed  tanveer ali khan  **JOBS TITLE** - STORE MANAGER, INVENTORY MANAGER, DATA ENTRY OPERATOR, WAREHOUSE ASSISTANCE, ASSISTANCE STORE MANAGER, TYPIST & TYPING SPEES 45 WPM |
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| PROFILE To make dynamic and successful career through application of my knowledge, Skills and Hard work. Strive to do best of my organization of employer. CONTACT PHONE:  +971556704787  PASSPORT NO.  R3873219  NATIONALTY  INDIAN  DOB  21 MARCH 1988  EMAIL:  [aratourandtravelsjpr@gmail.com](mailto:aratourandtravelsjpr@gmail.com) |  | EDUCATIONRAJASTHAN UNIVERSITY I COMPLETE MY POST GRADUATION IN COMMERCE SUBJECT FROM UNIVERSITY OF RAJASTHAN JAIPUR.  I COMPLETE MY GRADUATION IN COMMERCE SUBJECT FROM UNIVERSITY OF RAJASTHAN JAIPUR. K.B. SR. SEC. SCHOOL JAIPUR 12TH PASS FROM RAJASTHAN BOARD SR. SEC. EDUCATION AJMER  10TH PASS FROM RAJASTHAN BOARD SR. SEC EDUCATION AJMER WORK experienceAB CORPORATE SENIOR DATA ENTRY EXCUTIVE 2015–2016  I LEAD MY TEAM AND WORK FOR THE DATA ENTRY AND MANAGE ALL TEAM MEMBER. FIRST CAPITAL FIANACE DSA DATA ENTRY MANAGER 2019–2020  I AM WORKING IN FILE PROCESS IN FINANCE WORK AS A DATA ENTRY MANAGER LAXO MEDICARE PVT. LTD. OPERATION WORK &INVENTORY EXCUTIVE 2020–2024  I CHECK ALL DATA FOR INVENTORY WORK OPERATION WORK MANAGE FILE AND MANAGE OFFICE FILE. QUALITY CONTROL AND HANDLING GOODS AND DISPATCH TO THE TRANSPORT. MANAGE ALL DOCUMENT WORK. JAIPUR CHAKKI PVT. LTD. 2024 CURRENTLY  I CHECK MY STORE AND DELIVERY THE ALL ITME BY BILL AND I AM WORKING IN ERP SOFTWARE. AND I AM HANDLE 2 DELIVERY RIDER FOR THE ORDER DELIVERY AND MAINTAIN MY STORE AND I AM DONE MY WORK IN EVENING AND CHECK ALL CASH AND ONLINE PAYMENT. SKILLS I AM CURRENTLY WORKING IN JAIPUR CHAKKI PVT. LTD AS STORE MANAGER.  I HAVE A 3 YRS EXPERIENCE IN INVENTORY MANAGEMENT  I HAVE A 3 YRS EXPERIENCE IN DATA ENTRY MANAGER  HAVING GOOD TECHNICAL SKILL IN MS OFFICE WORD, EXCEL  HANDS ON EXPERIENCE IN ADMIN WORK  I READ AND LEARN LANGUAGE ENGLISH, HINDI AND LITTLE ARABIC |
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