

KARAN UTHAYAKUMAR S

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PROFILE SUMMARY

To establish myself in a stable and well-reputed company where I can utilize my skills and talent that would contribute to the company's growth and success with my hard work, commitment, and dedication

SKILLS

- Excellent interpersonal skills
- Possess excellent Employee Welfare, co-ordination and Reporting Skills
- To meet objective said by the Company
- Excellent communication Skills
- Ready to work as a part of a team
- Committed to working with Dedication and Responsibility
- Willingness to learn and practicing
- Self-motivated and active listening
- Time management

PROFESSIONAL EXPERIENCE

Inventory Controller

📍 **Dubai, UAE**

May 2021– Present

Al-Maya Groups (L.L.C) U.A.E

- Maintain update records of purchased products invoices and upload same to database using ERP Software JDE Edwards Oracle.
- Communicating with vendors and suppliers to ensure the efficiency of shipments and the quality of products.
- Coordinating with Inventory controllers to make stock transfers, deliveries and inventory processing procedures more efficient.
- Forecasting when changes occur with supply and demand, inventory controllers predict possible outcomes and plan accordingly compensate orders to ensure stock availability.
- Tracking Inventory controllers track the status of all product orders to prevent overstocking and out stocking.
- Maintaining Inventory managers maintain databases of all records, including inventory, pricing and purchases to the increased organization and efficiency of the workflow.
- Ordering inventory from vendors and suppliers and securing shipment arrival times.
- Performing quality checks on stored inventory and discarding inventory that does not meet the company's standards.
- Reporting discrepancies in inventory that indicate theft, such as too little inventory at last count.
- Obtaining estimates and price details from different vendors to compare costs.

EDUCATION

Bachelor of Commerce Corporate secretaryship in ST. XAVIER'S COLLEGE, Palayamkottai, Tirunelveli District

TECHNICAL SKILLS

- Attention to detail and organizational skills.
- Ability to use inventory computer programs to update counts and compile reports, such as spreadsheets.
- Mathematical and analytical skills.
- Strong verbal and written communication skills.
- Critical thinking and problem-solving skills.
- POS software.
- Reconciliation.
- Hardworking.

LANGUAGES KNOWN

- Tamil
- English
- Hindi
- Malayalam

PERSONAL INFORMATION

- Nationality: Indian
- Marital Status: Single
- Year of Birth: 1999
- Interests: Cooking, movies, listening to music

DECLARATION:

I hereby declare the above particulars of information and facts stated are true, correct and complete to the best of my knowledge and belief.

Place: Dubai

Date:

Name:

Signature: