



FAZAL MOHAMMED

SUPERVISOR

 Building no 400, Naif, Dubai, Dubai ,
United Arab Emirates

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 fazalmohammed2323@gmail.com

ABOUT ME

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EDUCATION

S.S.C

Our Lady of dollars High School /
2005

SKILLS

MS OFFICE

OMEGA

OUTLOOK

SUPERVISION

TIME MANAGEMENT

TEAM MANAGEMENT

DOCUMENTATION

INVENTORY

LANGUAGES

ENGLISH

HINDI

REFERENCE

SHADY SALEH

Factory Manager

T: N/A

E: shadysaleh@gmail.com

WORK EXPERIENCE

DIET CENTER

KSA

Jan 2009 - Dec 2012

Data Entry Assistant for Production & Dispatch

- Doing all the data entry work for kitchen & Dispatch.
- Coordinate with the sales an warehouse.
- Verify purchase orders an submit copy to the kitchen an account.

DIET CENTER

KSA

Jan 2013 - Dec 2015

Dispatch Supervisor

- Responsible for maintaining all the dispatch record in an organized manner.
- Maintain clean, safe, an sanitary work station.
- Conducting inventory weekly & monthly.
- Taking once a week meeting with all the staff about personal hygiene & food saftey handling.
- Monitoring employee performance.

DIET CENTER

KSA

Jan 2016 - May 2017

Production supervisor

- Responsible for maintain all the production record.
- Maintain clean, safe and sanitary work station, equipment and utensils.
- Conduct inventory every month end.
- Checking all the remarks of the customers an having the weekly meeting with staff from all department to discuss it.
- Checking all Q.C report on daily basis.

HERFY CAKE

FACTORY

KSA

Oct 2021 - Dec 2022

Dispatch Supervisor

- Responsible for maintaining all the dispatch record in organized manner.
- Working closely with trucking manager to help work in last minute loads to help increase company revenue.
- Conducting inventory.
- Taking once a week meeting with all the staff about personal hygiene & food safety handling.
- Monitoring employee performance.