

SADHAM.U.S

Dedicated and results-oriented professional with 10+years of experience in Store in Charge positions, and Storekeeper responsibilities. Proven track record of success in providing high-quality technical services, managing store operations, and optimizing inventory management processes. Ensuring optimal functionality through material and stock management Strong organizational and leadership abilities with a commitment to achieve operational excellence and driving business growth. Seeking opportunities to leverage my diverse skill set and contribute to the success of a dynamic organization.

KEY SKILLS

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|--------------------|---------------------|----------------------|
| Safety regulations | Record keeping | Inventory Management |
| Inventory Control | ERP management | Store Operations |
| Customer Service | Warehouse operation | Communication skill |

EMPLOYMENT CHRONICLE

- Store keeper** 01/09/2023 to Till
Farnek Service L L C, UAE,(Airport Operations-Dubai)
- Receiving, loading, and shelving all inventories includes Tools, machineries and other maintenance and office running items.
 - Delivering materials as per the requisition made by various departments includes electrical, plumbing, air conditioning etc.
 - Inspection of deliveries at the time of receipt.
 - Maintain stock records.
 - provides updated reports to management

- Store In charge** 15/06/2016 to 05/04/2023
Vattavila Construction, Trivandrum, Kerala
- Oversaw day-to-day operations of the store, including inventory management, sales, customer service, and staff supervision.
 - Managed inventory levels and conducted regular stock checks to ensure adequate product availability and minimize stock outs.
 - Supervised a team of store staff, providing guidance, training, and performance feedback to enhance productivity and customer satisfaction.
 - Developed and implemented sales strategies and promotional campaigns to drive revenue growth and meet sales targets.

- ❖ **STORE KEEPER** 25/11/2013 to 12/03/2016
Arab Heavy Industries, Shipyard, Ajman, UAE
- Received, inspected, and documented incoming shipments of goods, verifying quantities and quality against purchase orders.
 - Stored received goods in designated locations, ensuring proper organization and accessibility for retrieval.
 - Issued materials and supplies to internal departments or customers as per requisitions or orders, accurately recording transactions.
 - Conducted regular stock checks and cycle counts to monitor inventory levels, identify discrepancies, and reconcile variances.

DECLARATION

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge

SADHAM.U.S

PERSONAL DETAILS

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|----------------|----------------------|
| Mobile | 971545309306 |
| Address | Dubai, UAE |
| Email ID | sadhamus30@gmail.com |
| Nationality | Indian |
| D.O.B | 04/01/1991 |
| Gender | Male |
| Marital Status | Married |
| Passport No | V2738611 |
| Date of Issue | 22/09/2021 |
| Date of Expire | 21/09/2031 |
| Place of Issue | Trivandrum |

ACADEMIC CREDENTIALS

Plus Two
Board of Higher Secondary Examination

SSLC
Board of Public Examination

LANGUAGES

- English
- Hindi
- Malayalam
- Tamil

COMPUTER SKILLS

- MS Office,Excel
- AUTOCAD

HOBBIES

- Sports
- Music