

**Shihabuddin**

**+971 529464744**

shihabupali@gmail.com

I have 7 years of overseeing and managing the day-to-day operations of the warehouse, including receiving, storage, and dispatch. Monitoring and enforcing compliance with company policies.

**Experiences and Responsibilities**

Warehouse and Logistics Supervisor @ Pharmalink Dubai (Since 2021-Jan)

* Planning delivery timetables
* Overseeing the ordering and packaging process
* Monitoring stock levels
* Overseeing arrival of shipments
* Point of contact for sales, marketing, invoicing teams and customers
* Fleet management

# Warehouse and logistics in charge @ Ekk Group (2018-2020)

* Responsible for entire warehouse operations
* Ensure timely receiving and dispatch
* Prepare and submit stock aging report
* Logistics Management
* Staff Management

Warehouse Store in charge @ Quality Equipment rental LLC (2015-2017)

* Coordinate Receiving and arranging materials in designated bins
* Preparing GRN physically and updating ERP systems
* Maintaining a minimum order quantity for each and every materials
* Coordinating with logistics for timely and effective services to customer

# Personal Details

* + Nationality : Indian
	+ Date of birth :26/02/1986
	+ Marital status : Married
	+ Passport No. : H 3471435
	+ Date of Issue : 22-04-2019
	+ Date of Expiry : 21-04-2029
	+ Place of Issue : Dubai

# Languages

* + - English : (both written and spoken)
		- Hindi : (both written and spoken)
		- Malayalam : ( native language)

# Academic Qualification

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| B.com | Calicut university India | 2007 |
| Plus Two (10+2) | Islahiya Higher Secondary School, Malappuram, India | 2004 |

**Declaration:**

I do hereby acknowledge that the above mentioned details are true to the best of my knowledge and belief.

Shihabuddin