



SIO JOSHY

WAREHOUSE SUPERVISOR

Efficient warehouse supervisor with over 4+ years of experience in warehouse operations to meet continuous internal and customer needs. Well-coordinated and decisive leader with expertise in team building and performance optimization.



+971 - 0545799196



sijojoshy1995@gmail.com



Dubai, U.A.E

SKILLS

- Inventory Management
- Attention to detail
- Meeting deadlines
- Leadership
- Problem-Solving
- MS Office (Word, Excel, Powerpoint)

EDUCATION

ACCOUNTANT TRAINING

Tally.ERP 9, Peachtree
Quickbooks, MS Excel

2015

B.SC ELECTRONICS

University of Kerala - (Course Completed)
CHMM College for Advanced Studies

2012 - 2015

HIGHER SECONDARY EDUCATION

Chempakassery Higher Secondary School,
Boothakulam, Kollam, Kerala

2012

LANGUAGE

English

Malayalam

Hindi

Arabic (Conversational)

EXPERIENCE

WAREHOUSE SUPERVISOR

Trafco Logistics, Samaheej, Bahrain

August 2019 - August 2023

- Receiving incoming shipments and verify the accuracy of the item received.
- Inspect goods for damage or defects, and report to warehouse manager
- Store incoming inventory in designated locations within the warehouse, ensuring proper organization and space utilization.
- Ensure Compliance with safety procedures and guidelines when handling and storing inventory items.
- Maintain standards of health and safety, hygiene and security.
- Manage stock control and reconcile with data storage system.
- Supervising warehouse staff and daily activities.

ASSISTANT ACCOUNTANT

Mohamed Ali Bin Ali Hamad Trading EST., Manama, Bahrain

January 2018 - July 2019

- Assisted in data entry and bookkeeping tasks, ensuring accuracy and compliance with company procedures.
- Managed accounts payable and receivable, maintaining accurate and up-to-date records.
- Support the senior accounting team in various administrative tasks.
- Prepared monthly financial reports, including balance sheets, cash flow statements.
- Petty Cash Handling

ACCOUNTANT

We R Tax Practitioners & Accountants, Trivandrum, Kerala

August 2015 - November 2017

- Preparing accounting entries and reconciling general ledgers.
- Providing detailed analysis and explanation of transactions.
- Preparing monthly financial and various detailed reports.