

Taimoor Hussain

Address: Bhucho Ki Mahja,
Tehsil Raiwind District Lahore.

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Objectives:

To work hard and work in the best interest of company is my objective. Currently working as **Store Keeper**, but now looking for a Suitable position where I flourish my skills and prove myself a valuable Asset for company.

Experience:

Store Keeper

from 15-11-2019 to Present

Dabur Pakistan (Pvt.) Ltd.

Duties:

- Receive, inspect, and verify incoming goods against purchase orders and delivery notes.
- Maintain accurate records of inventory levels, stock movements, and transactions using inventory management software.
- To issue raw materials only in required quantities against authorized requisition notes or PO.
- Conduct regular stock counts and reconcile discrepancies between physical stock and system records.
- Pick stock from production hall, and store incoming goods in designated locations.
- Prepare orders for delivery or shipment to customers according FIFO rules.
- Coordinate with production team, freight forwarders, and logistics providers to ensure timely delivery of goods.
- Ensure compliance with health and safety regulations and warehouse procedures.
- Keep the warehouse clean, organized, and free from hazards.
- Assist with other warehouse tasks and duties as assigned.

Store Assistant

from 05-10-2016 to 13-11-2019

Eastern Leather (Pvt.) Ltd.

Store Assistant

From 24-02-2014 to 09-09-2016

PepsiCo International (PVT) LTD.

Store Management Skill

- Inventory management
- Record-keeping
- Order dispatches
- Supplier coordination
- Health and safety compliance
- 5-S Training
- Time management
- Communication
- Teamwork

Personal Information:

Father's Name	Zain-ul-Abidin
CNIC No.	35102-9273733-1
Date of Birth	24-04-1995
Passport No.	EN6907331

Qualification:

D.A.E. Electronics (Equivalent High School)	PBTE Lahore
Matric	BISE Lahore

Reference:

Will be provided on demand.