

MUHAMMED NIHAL

DUBAI, UAE

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CONTENT

Experienced Warehouse Coordinator with a proven track record of efficiently managing inventory, ensuring accurate order fulfillment, and maintaining smooth logistics operations. Skilled in coordinating with cross-functional teams, optimizing warehouse layouts, and implementing process improvements to enhance productivity. Strong ability to oversee shipping and receiving operations, maintain safety standards, and ensure timely delivery of goods.

PERSONAL DETAILS

- Nationality : Indian
- D.O.B : 14/06/2000
- Marital Status : Single
- Visa Status. : Visit visa

WORK EXPERIENCE

Warehouse Coordinator

Jan 2023- May 2024

Skoolmart Warehouse(VIKAAZA GLOBAL PVT. LTD)

- Collaborate with vendors and suppliers to manage incoming and outgoing shipments.
- Maintain accurate records of inventory, shipments, and warehouse activities.
- Streamline warehouse processes to improve efficiency and reduce errors.
- Resolve issues related to stock discrepancies, shipping delays, or damaged goods.
- Prepare reports on warehouse performance, inventory levels, and productivity metrics.
- Manage warehouse layout for optimal space utilization and workflow.
- Monitor inventory levels and oversee stock replenishment and cycle counts.
- Supervise and train warehouse staff to ensure smooth operations.
- Manage daily warehouse operations, including receiving, storing and distributing goods.

EDUCATION

Pg Diploma In Logistics & Supply Chain Management

2022

Talent Fly Institute Of Professional

- Logistics And Supplychain Management

BA Travel& Tourism Management

2018 - 21

Calicut University

- Graduated

INTERNSHIP

- SURVEY/ALLOTMENT / OPERATION departments our organization Empire Container Terminal, Vallarpadam at Cochin from 13th Nov 2022 to 12th December 2022.

SOFTWARE PROFICIENCIES

- MS Excel
- MS Word
- MS PowerPoint
- ERP software
- Data entry

LANGUAGE

- English
- Malayalam
- Tamil
- Hindi

SKILLS

- Team Supervision
- Material Handling
- Vendor Coordination
- Problem-Solving
- Stock Replenishment
- Order Fulfillment
- Safety Compliance
- Inventory Control
- Billing
- Process Improvement
- Time Management
- Quality Control