anzeribrahim@gmail.com

+971 50 905 5737

Villa No:17
Al Basim Street
Beda Zayed
Western Region
Abu Dhabi

16-09-1988

PASSPORT DETAILS

Passport # T 2799725

Date of Expiry – 16/07/2029

Place of Issue : Abu Dhabi

SKILLS

- Leadership
- Teamwork
- Presentation
- Communication
- Innovation

STRENGTHS

- Quick learner
- Team Management Skills.
- Adaptive
- Zeal to learn new things and work Innovatively.

LANGUAGES

Arabic	Excellent
Malayalam	Native
English	Good
Hindi	Good
Tamil	Basic
Kannada	Basic

ANZER EBRAHIM
WAREHOUSE/GARAGE SUPERVISOR

PROFILE

Driven warehouse supervisor with 7 years of experience working in demanding environments. Excellent leadership skills and ability to lead a team to great success. Exceptional organizational skills to keep track of thousands of products without a single one getting misplaced. Keen eye for detail to locate areas of improvement.

EXPERIENCE

Employer   : **Mohammed Fraih Khalfan Al Qubaisi Gen Trpt**
PO Box 50048, Abu Dhabi . UAE
Designation : **Warehouse Supervisor**
(April 2018 – Till Date)

Employer   : **Al Farah Contracting & Gen Trpt Company LLC**
PO Box 762, Abu Dhabi . UAE
Designation : **Garage Supervisor**
(Dec 2013 – March 2018)

JOB RESPONSIBILITIES

- Plan, organize, supervise and participate in daily warehouse operation and activities, including the receipt, documentation, storage, safety and distribution of equipment and supplies and maintenance of inventory.
- Supervise the processing of requisitions and requests to invoice for reimbursements of warehouse codes; complete requisitions for needed materials to assure adequate stock levels.
- Prepares work orders for all jobs and estimates extent and cost of repairs.
- Prepare and maintain a variety of records and logs and prepare reports as required; maintain inventory of items in the warehouse; file records as required; supervise the assembly of inventory printouts and catalogs as required.
- Supervise the store & PMV maintenance
- Conducting Tool Box Talk on daily basis prior to commencing of daily tasks.
- Manage and train store staffs.
- Inspecting deliveries for damages or discrepancies.
- Ensure adequate record keeping for all documents and inventories.
- Verify inventory computations by comparing them to physical counts of stock, and investigate discrepancies or adjust errors.
- Store items in an orderly and accessible manner in warehouses, tool rooms, supply rooms, or other areas.
- Marking stock items using identification tags, stamps, electric marking tools, or other labeling equipment.
- Conducting cycle counts on over 6000 different part numbers, and holding 96% accuracy rate.

Employer : Absotherm Facility Management Private Limited
Bangalore , India
Designation : Fire Officer
(April 2011 – June 2013)

JOB RESPONSIBILITIES

- Maintained a database indicating the usage of equipment and tracking inspection dates.
- Implemented testing procedures to ensure that equipment remained operational.
- Tested calibrated inspected and maintained fire protection equipment.
- Developed a regular schedule for the testing of fire equipment..
- Designed and installed fire protection systems in various city buildings.
- Performed regular inspections and assessments to identify safety issues.
- Maintained records of fire damage and any subsequent repairs performed.
- Developed portable fire protection systems.
- Checked fire protection system and equipment in assigned areas as scheduled.
- Maintained assessment and fire system damage records.
- Setup, maintained and configured portable fire protection systems.
- Supported Fire Services during emergencies.
- Inspected relative frequency of fire protection equipment.
- Tested and calibrated fire protection equipment.
- Modified, overhauled and maintained fire protection systems.
- Supported company operations during emergencies.

E D U C A T I O N

Bachelor of commerce from Bharath University (2011)

Diploma in Fire & Safety Engineering from NIFE Institute, India (2009)

Diploma in Computer Application (DCA)

D E C L A R A T I O N

I hereby declare that all the above given statement are true, complete and correct to the best of my knowledge and belief.

ANZER EBRAHIM