

# MUHAMMAD SHAHNAJAR

## CONTACT

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📍 Musaffah 24, Abu Dhabi, United Arab Emirates



## OBJECTIVE

Detail-oriented and safety-conscious professional with 2 years of experience working as a Storekeeper cum Driver. Possess a valid driver's license with a clean driving record. Proven ability to manage inventory efficiently, maintain accurate records, and deliver goods in a timely manner. Excellent communication skills and a strong commitment to customer service.

## EXPERIENCE

2022 - 2024

- **Storekeeper cum Driver**

World Star Holding

- Managed inventory of goods, including receiving, storing, and organizing stock.
- Conducted regular stock checks and maintained accurate records of inventory levels.
- Prepared and processed orders for delivery, ensuring accuracy and timeliness.
- Loaded and unloaded delivery vehicles safely and efficiently.
- Safely operated delivery vehicles to transport goods to customers' locations.
- Provided excellent customer service, including addressing customer inquiries and concerns.
- Maintained cleanliness and orderliness of the warehouse and delivery vehicles.
- Adhered to all safety protocols and regulations while driving and handling goods.

## EDUCATION

2019

- **Intermediate**

Barla Inter College

2020

- **Course On Computer Concepts**

Destiny Computer institute

## SKILLS

- Inventory Management
- Safe driving practices
- Customer service
- Record Keeping
- Communication Skills
- Basic Computer Skills
- Time Management

## PERSONAL DETAILS

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- Date of Birth : 03/01/2002
- Marital Status : Single
- Nationality : India
- Passport : U4285757
- Driving Licence : Abu Dhabi - 2948440 Valid 09/10/2025
- Resident Visa : Cancellation Visa

## LANGUAGES

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- Hindi
- English
- Urdu

## REFERENCE

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- Available upon request