



# MOHAMMED ANISH WARS

Storekeeper/Cashier/Inventory controller

Phone	Email	Address
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## Experience

**Store-in-charge/Cashier/Jr.Accountant**  
**Dakkaken E-Commerce & Retail Store** Feb-2022 -Jan-2024  
**Doha**

- # Responsible for receiving, storing & issuance of all materials and supplies to department in the organizations and assisting Customers for proper knowledge of products in store.
- # Avoiding product's shortage by doing inventory in weekly basis, and prepare for stock count procedures and maintain accurate stock for all categories items accordingly.
- # Examine stocks and checking expiries to minimise damages following company policy.
- # Generating invoices & collecting payments from Direct customers & delivery agents and monitor daily sales reconciliation at store and provide daily reports to the Senior Accountant.
- # Keep departmental orders into the quickbook inventory management system.

**Storekeeper/Inventory controller** Dec-2019- Jan-2022  
**The Bentley Luxury Hotel & Restaurants, West bay, Doha**

- # Maintain store facilities to ensure smooth functioning, make arrangements and place order for food/beverage/nonfood items for the Hotel & Restaurants (Free the fork & Fluffy bunny).
- # Ensure that all items received at the hotel are in conformance with the LPO, hotel policies and proper temperature hygiene standards and recording all in system.
- # Transferring the items to different sections as per standard requirements and preparing daily reports of issued materials and closing stock of all departments F & B, General store, Engineering store, etc.
- # Responsible for inputting all transactions of materials from store in the Inventory software and also preparing LPO for the suppliers upon requisitions & make proper filling.
- # Checking stores regularly dry, Frozen, chiller temperatures equipments and avoid wastages.

**Storekeeper cum Purchaser (Central Kitchen)**  
**Gulf Fish Restaurant & Catering** Jan-2018-Dec-2019  
**Tawar Mall, Doha**

- # Providing an efficient system of procurement, receipt and distribution of all Catering goods in accordance with current hygiene legislation and Current H.A.C.C.P procedure.
- # Ensure proper rotation of food and Beverages and using FIFO procedure in Store and maintain proper stocks and doing regular inventory.
- # Checking all receiving ensuring for accuracy to the delivery note/invoice with LPO from the individual suppliers.
- # Keeping an updated records of production and packaging with issue of F & B inventory at all times daily and make store to kept neat & clean.
- # Checking all equipment are working upto standards, any fault must be reported and sort out.

## Education

Master Of Business Administration, Marketing	2014
Graduation in Commerce	2010
Matriculation 10th from I.C.S.E	
Cambridge School	2005

Place: Doha  
Date:

Signature

## About Me

A result oriented professional with over 6 years of experience in the areas of Restaurant, Catering, Hotel, Retail Store, purchasing, Cashier, finance, inventory controller and Customer Relationship Management in Doha, Qatar.

Adept in managing business operations with focus on top-line & bottom-line performance and expertise in determining company's mission & strategic direction as conveyed through policies & objectives.

## Skills

- Customer & Vendor Relations
- Individual contributor
- Team management
- Inventory Controller
- Stock Management
- QuickBook/Prologic first SAP

## Reward

OCT 2021 | The Bentley Luxury Hotel.  
The Best Performer of the  
Year (Finance Dept.)

## Personal Info

Languages-English, Hindi  
Nationality-Indian  
Date Of Birth- 24th Sept, 1989  
Married

**QID No.- 28935644345**

**QID Exp- Aug-2025**