

PACKEER THAMBY HAJA MOHIDEEN HUMAITH
STORE KEEPER | STORE INCHARGE



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DOB: - 1997/10/04

LOCATION: - DOHA, QATAR

PASSPORT NUMBER: - N11107831

Organized and detail-oriented storekeeper with up to six years of experience in inventory management and warehouse operations. Adept at maintaining accurate inventory records, ensuring efficient stock control and supporting overall store operations. Seeking to leverage skills and experience to contribute to a dynamic team in a growing company

KEY COMPETENCIES

- Inventory Management
 - Multi-tasking
 - Vendor Management
 - Time management
 - Safety Procedures
 - Manage the store layout
 - Documentation
 - Record Management
 - Trucking
 - Developing store strategies
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PROFESSIONAL EXPERIENCE

STORE INCHARGE

ING COOPERATION (AUTOMOTIVE INDUSTRY) JAPAN (2021-2024)

- Ensured that all materials and products were properly entered into database.
- Tracked the arrival of recently ordered materials.
- Ensured that all quality control procedures were followed.
- Maintained updated inventory records and placed new orders as necessary.
- Prepared required shipping documents and coordinated deliveries with vendors.
- Checked the quality of all received goods.
- Investigating any inventory losses
- Being on call for any emergencies
- Maintains good housekeeping practices in all storage areas of the warehouse and outside storage areas

STORE KEEPER

YAKO MARKET PLACE (FMCG INDUSTRY) JAPAN (2019-2021)

- Receiving and shipping all incoming material and reconcile with purchase order.
 - Process and distribute documentation with purchase order.
 - Prepare, verify and update correct source documents.
 - Planning and developing merchandising strategies.
 - Arrange stock according to requirements and established procedures.
 - Follow safety-related policies procedures and protocols.
 - Ensure high standard of confidentiality to safeguard any sensitive information.
 - Perform daily control functions.
 - Audit on-line applications for accuracy and completeness.
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Education and Certifications

- BTEC HND in Business Management – Pearson
 - Diploma in Information Technology (DITEC) – ESOF Metro Campus
 - Diploma in English (DIE) – ESOF Metro Campus
 - IOSH Managing Safely- SAFETEK GLOBAL
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Language

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| • Tamil- Native | • Japanese- Intermediate |
| • English- Intermediate | • Malayalam- Manageable |