

# DEVNATH THAKUR

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## Objectives

## Post Applied for Storekeeper

Highly organized and detail-oriented Store Keeper with 10+ years of experience in inventory management and stock control. Seeking a challenging position in a reputable organization where I can utilize my skills and contribute to the efficient operation of the store.

## Education

High School Diploma (10+2)

## Work Experience

**Freelance Visa - Al Farid Trading -**

**September 2024 - Present**

**Store Keeper – Aluglass Company Ltd. Wll., Doha – Qatar**

**(2008-2019)**

- Manage and maintain accurate inventory records using computerized systems
- Receive and inspect incoming goods, ensuring quality and quantity compliance
- Organize and arrange stock in a systematic manner to optimize space utilization
- Monitor stock levels and initiate timely replenishment to avoid stockouts
- Coordinate with suppliers for timely delivery of goods and resolve any discrepancies
- Conduct regular stock audits to identify and rectify discrepancies
- Prepare and submit reports on stock movement, sales, and other relevant data

**Assistant Store Keeper – Aluglass Company Ltd. Wll. Doha – Qatar**

**(2007-2008)**

- Assisted in receiving and inspecting goods, ensuring accuracy and quality
- Managed stock rotation to minimize product expiry and spoilage
- Assisted in conducting regular stock counts and reconciliations
- Provided excellent customer service and assisted in resolving customer queries

## Skills

- Inventory management
- Stock control
- Attention to detail
- Computer proficiency (MS Office, QuickBooks)
- Excellent organizational and time management skills
- Strong analytical and problem-solving abilities
- Effective communication and interpersonal skills