



MUHAMMED JASSIN ZUBAIR

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OBJECTIVE

Actively seeking a challenging position where I can leverage my expertise and creativity to drive transformative growth for an organization committed to innovation and excellence. Eager to collaborate with talented teams, tackle complex problems, and contribute to the achievement of strategic objectives.

PROFESSIONAL EXPERIENCE

Store Keeper – Dr. Nutrition Headquarters, Dubai **Jan 2023 – Dec 2023**

- Managed store operations, ensuring accurate receipt, storage, and issuance of goods.
- Maintained proper inventory levels and records to prevent stock discrepancies.
- Conducted periodic stock audits and coordinated with procurement teams for timely replenishment.
- Implemented effective storage systems to ensure product safety and accessibility.
- Utilized ERP systems for inventory tracking, stock movement, and performance reporting.
- Ensured compliance with company standards on quality, safety, and handling procedures.

Store Keeper – Deon Auto Accessories, Ernakulam **Mar 2024 – Aug 2025**

- Oversaw daily store operations for a leading vehicle accessories and modification dealer.
- Managed inventory of automotive accessories, spare parts, and customized vehicle components.
- Maintained stock accuracy through regular checks, system updates, and physical verification.
- Coordinated with sales and installation teams to ensure timely availability of parts and accessories.
- Monitored product demand trends to plan restocking and avoid shortages.
- Ensured proper storage, labeling, and organization of items for efficient retrieval and dispatch.
- Supported supplier coordination and assisted in incoming/outgoing material documentation.

EDUCATION

Bachelor of Business Administration (BBA) **2021**

Annamalai University

Higher Secondary Education **2018**

Kerala Board of Higher Secondary Education

Secondary School Leaving Certificate (SSLC) **2016**

Central Board of Secondary Education (CBSE)

ADDITIONAL TRAINING

- **PG Diploma in Logistics and Supply Chain Management** **2022**
Specialization: Supply Chain and Warehouse Management

ADDITIONAL INFORMATION

- **Skills:** Storekeeping & Inventory Management, Warehouse & Logistics Coordination, ERP & Inventory Control Systems, Stock Auditing & Documentation, Vendor & Supplier Coordination, Product Storage, Handling & Safety Compliance, Demand Planning & Stock Forecasting, Teamwork, Time Management & Communication, Basic Financial & Billing Operations.
- **Languages:** English(Proficient), Malayalam(Native), Hindi(Basic), Arabic(Basic)