

CURRICULUM VITAE

RIZVAN KAN

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Dubai, UAE



POST APPLIED : STOREKEEPER

OBJECTIVE:

A suitable position with an organization, where I can utilize the best of my skills and abilities that fit to my skills and experience a place where an encouraged and permitted to be an active participant as well vital contribute on development of the company.

EDUCATIONAL QUALIFICATION:

✓ BSC COMPUTER SCIENCE

WORKING EXPERIENCE IN UAE & MALAYSIA:

- ✚ Worked as a "STOREKEEPER" with INDIAN STORE in INDIA since 2 years .
- ✚ Worked as a "SALESMAN" with INDIAN STORE in INDIA Since 1 Year.

DUTTIES & RESPONSIBILITIES:

- Good working knowledge of storekeeper.
- Takes care of the company's showroom.
- Responsible for upkeep of various appropriate records of materials received.
- Material receiving from container and local supplier.
- Checking and inspecting goods received and ensuring they are of accurate quantity, type and also acceptable quality, labeling goods that have arrived at the store.
- Follow up and assists orders if delayed, receiving the items each by counting.

PERSONAL DETAILS:

- ✓ Name : RIZVANKAN
- ✓ Father's Name : KALEEL RAHMAN
- ✓ Date of Birth : 20-02-1997
- ✓ Nationality : INDIAN
- ✓ Religion : MUSLIM
- ✓ Marital Status : Married
- ✓ Languages Known : English, Hindi & Tamil

PASSPORT DETAILS:

- ✓ Passport no : U2286594
- ✓ Date of Issue : 19-12-2019
- ✓ Date of Expiry : 18-12-2029
- ✓ Visa Status : Visit visa

CONCLUSION & DECLARATION:

I hereby declare that the above mentioned details are correct & true to the best of my knowledge & belief.

RIZVAN KAN