



PROFILE SUMMARY

A professional with 8 years of practical experience, including market analysis, sales & marketing, and team building. Has the flexibility to adapt to diverse work cultures.

WORK EXPERIENCE

Production Executive at Millers Agro Foods Pvt Ltd Kannur, Kerala, India.

20th December, 2020 - 5th February, 2023

Production Executive at Saadi Food Products Pvt Ltd Kannur, Kerala, India.

9th July 2013 – 31st August 2019

Main Responsibilities

- Planning and organizing production schedules
- Determining quality control standards
- Ensuring that health and safety regulations are met
- Overseeing production processes
- Re-negotiating timescales or schedules as necessary
- Selecting, ordering and purchasing materials
- Supervising the work of junior staff

WORK EXPERIENCE

Store Assistant at NMC Trading L.L.C, Ajman, UAE.

12th May, 2011 – 12th May, 2013

Main Responsibilities

- Maintain store facilities to ensure smooth functioning – Made arrangements and placed orders for new stock and supplies whenever necessary.

- Delivery of picked and checked invoice on time to various outlets in region which includes Class A, B and C outlets, Pharmacies and Van Sales.
- Reported to store manager on a regular basis regarding the need/demand of items so that the future orders could be placed accordingly.
- Assisting Procurement and Accounts departments with Stock Reports, Physical Verification and Checking and Reconciliation of Stock Reports with Actual.
- Handling delivery of goods after confirming that the Delivery Order/ Material Issue Note are in order and duly approved.

EDUCATION

- Secondary School Examination (S.S.L.C) under Government of Kerala.
- Diploma in Hardware & Networking • Diploma in Web Design & Animation.

COMPUTER SKILLS

- Profound skills in MS Office (Windows, MS Word, Excel, Power Point), Internet and Email applications.
- Good IT Hardware and Networking skills.

KEY STRENGTHS

- Positive Attitude.
- Self-Confident & Committed.
- Trainable.
- Objective Oriented.
- Ambitious to learn new jobs and responsibilities.
- Ability to work hard in teams. • Friendly, cooperative and sincere.

LANGUAGES

- English
- Hindi
- Malayalam

INTERESTS

- Photography
- Music
- Reading
- Travelling

PERSONAL DETAILS

Father's Name	N.T Muhammed Kunhi Haji Parakkal
Contact Address	House Ettikulam (po), Kannur (Dist), Kerala-670308
Date of Birth	18 th Aug 1986
Nationality	Indian
Marital Status	Single
Passport Number	T7870626
Date of issue	01-08-2019
Date of Expiry	31-07-2029
Place of Issue	Kozhikode

Declaration

I hereby declare that the information furnished above are true and correct to the best of my knowledge.

Anwer Sadiqe K.A