



MUHAMMED SHEFIN.A

CAREER OBJECTIVE

Seeking a responsible and challenging position in any industrial / corporate sector and I am looking forward for an opportunity where I can utilize my skill in contributing effectively for the success of the organization and to further improve my personal skills.

ACADAMIC QUALIFICATION

PERSONAL DETAILS

Date of Birth : 28/05/2001

Sex : Male

Marital Status : Single

Nationality : Indian

PASSPORT DETAILS

Passport No. : U5548975

Date of Issue : 09-12-2021

Date of Expiry : 08-12-2031

Visa status : Visiting Visa

LANGUAGES

English

Malayalam

Hindi

Tamil

KEY SKILLS

- ✓ Ability to work to tight deadlines and under pressure as part of a team.
- ✓ Understanding of fatigue and crack growth analysis of metallic structures.
- ✓ Communication skills.
- ✓ Time Management.
- ✓ Financial Management.

BACHELOR OF BUSINESS ADMINISTRATION

Yeldo Mar Baselios College Ernakulam

Mahatma Gandhi University

2019 -2023



HIGHER SECONDARY

Govt. BHSS Mithirmala

Kerala State Board

2017 – 2019

ADDITIONAL QUALIFICATIONS

- ❖ PG Diploma in Shipping Logistics & Supply Chain Management
- ❖ Certificate in Digital Marketing
- ❖ Diploma in Computerized Financial Management
- ❖ Excel
- ❖ TallyPrime
- ❖ Power Point

EMPLOYEMENT HISTORY

Flipkart's Supply Chain Facility in EkartBangalore.

LOGISTIC ASSISTANT (Sep 2022 to Aug 2023).

JOB DISCRPTION

- ❖ Received and delivered items to the depot, ensuring baggage was correctly packed and sufficient luggage is sent.
- ❖ Assisted with reviewing reports and coordinating six teams, drivers, and staff.
- ❖ Entered data into transportation management system and provided documentation.

ACCOUNTING ASSITANT

HALAL FOOD&SNACKS TRADING

(FEB 2022 to JULY 2022)

- ❖ managed shipments and sales order
- ❖ prepared invoices, expense reports, and payment memos
- ❖ complied and analyzed company documentation for accuracy
- ❖ performed data processing in MS Excel

