

CURRICULUM VITAE

SHAZAIB AJNUM

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Personal Profile and Objectives

Over Two years of successful Auto Spare Parts Warehouse Packing & Delivery experience. Proven strength in leading teams through continuous improvement processes. Good communication skills including key roles in punctuality, good attitude & reduce the pressure in critical time.

Professional Experience (Store keeper)

Working Experience (Toyota Motors)

- working in Toyota Motors, Parts Department as a Store Keeper.
- Ensure a very short time bound logistic operation of automotive spare parts in a highly demanding customer environment.
- Responsible for preparation and sorting of dispatching documents includes BOLs, Delivery Notes etc.
- Processing for Waves according with store transfers, customer orders and store auto replenishments.
- Send the inbound reports to buyers, stores and responsible persons.
- Have to send daily Pre-Delivery alerts to stores.
- Have a good knowledge in Oracle WMS (Warehouse Management System) & and its functions.
- Preparing for packing list by container, pick lists by orders, Replenishment lists, etc.

Educational Background

- Matriculation

Knowledge skills

- Good communication skills in English, Urdu, Hindi
- Hard worker and fast Learner with excellent interpersonal skills.
- Self-motivated and good team player.

Certificates

- MS-Office Course

Computer Skills

- Microsoft Windows, MS-Office, Emailing, Web Browsing, Uploading & Downloading.

Others Skills

- Interpersonal skills.
- Know-how of a modern warehouse working.

• Personal Information

- Date of Birth : 21st July 2000
- Gender : Male
- Marital Status : Single
- Nationality : Pakistani
- Passport No : CC1789621
- Passport Expire : 14-03-2026
- Hobbies: Reading Paper & Playing Cricket

I do hereby declare that the above information furnished by me are true and correct to the best of my knowledge, and may I add that I shall Endeavour to be an asset to your establishment if I am given position in your concern.

Thanking You
Faithfully,

Shahzaib Anjum