



ASEEF SHUKKOOR

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📍 Al Qusais, Dubai

Mid-level assignments in:

~ SUPPLY CHAIN MANAGMENT~ LOGISTIC
MANAGEMENT AND WAREHOUSE & STORE
MANAGEMENT

Personal Profile

- Goal driven & tenacious warehouse management professional with nearly 3 years' experience in INDIA for all phases of store and warehouse Cycles.

Skills

- Ware House management
- Product knowledge
- Inventory management
- Customer Relationship management
- Coordination
- Transportation Arrangements
- Documentation

Trainings

- Completed Vocational Training Program on Warehouse Supervisor from Nation Skill Development Corporation of INDIA (March 2019)

Career Abridgment

- ☞ Nearly 3 years of experience in managing all phases of logistics, supply chain, store and ware house management.
- ☞ I was having tremendous experience in the field of store handling with **A.S Associated (BATA Authorized Distributor)** as a Storekeeper.
- ☞ Strong leader & team player; excellent motivational skills to sustain growth momentum while motivating peak individual performance from team members.

Employment Details

A.S Associates(Authorized Distributor for BATA)

Since December 2019 working with AS Associates (BATA Group), as a Store Keeper

- Responsible to handle warehouse operations.
- Managing and coordinating Labors and other inventory staff to make sure the smooth running of entire operation.
- Responsible for the entire stock and their operations.
- Responsible to monitor the receipts of new stock and the storage arrangements. .
- Responsible for stock in and out management.
- Responsible for managing FIFO with the help of labors for reducing ages and old stocks.
- Liaise with Salespeople to make sure the smooth running of business by providing prompt delivery and transportation.
- Responsible to handle end users to make a relationship to handle hassle free deliveries and to confirm 100% customer satisfaction.

Education

- Advanced Diploma in Logistics & Supply Chain Management (Government of Kerala, INDIA)
- Board of Higher Secondary (Government of Kerala)
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IT Exposure

- MS Office Tools
- Well experience in Handling Inventory Biz Software for Stock handling and managing FIFO method

Personal Details

Married
INDIAN
Languages Known: -
English/Hindi/Malayalam

Visa Expiry: -23.11.2022
Visa Status: -Visit
Passport No: - R1465144

- Responsible to submit stock movement report to warehouse manager.
- Liaise with different department heads to make sure the stock availability and movement.
- Responsible for generating customer DO and invoice.
- Coordinated with dispatching and delivery team to ensure the smooth
- Liaise with accounts team to make sure the documentation and submission part are well organized and executed workflow.
- Responsible for conducting monthly stock check to make sure the physical stock and system stock are in line.
- Supported the successful operational implementation of strategic priorities.
- Ensured accurate delivery dates and improved lead times by regularly following up on orders.
- Responsible to handle return material and after jobs.
- Responsible for handling claim management.

Reference: - Will provide up on request.