

SHAMEER M Store Keeper

📍 Al Ras

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📅 01 Feb 1990

🚩 Indian

📞 +919526701897



PROFILE

Assist a stable and thriving company in achieving its mission and goals by being able to continuously learn and improve the necessary skills and knowledge needed to help push both the company and myself forward into success

EDUCATION

HIGHER SECONDERY EXAMINATION, DHSA	2009 – 2011 Palakkad, India
Kerala Board Examination, victory college	2007 – Mar 2008 India

COURSES

Computer Hardware, IT SOLUTIONS Troubleshoot tasks can involve any of the following. Desktop computers, laptop computers, network connection problems, networked printers, ThinClient systems, MS Office 2010, and any other company-related applications. Configured new systems (laptop or desktop) for all new users.	2011 – 2012 Palakkad, India
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EXPERIENCE

Assistant Coordinator, INSHIYA LLC • Assisting and supporting the project manager. • Delegating tasks to team members. • Tracking and communicating project risks and opportunities. • Looking for ways to increase the project's profitability and reduce expenses where possible. • Ensuring deadlines are met. • Organizing and attending stakeholder meetings. • Providing administrative support. • Organising project team meetings and recording minutes.	Nov 2021 – present Al Ras, UAE
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Assistant store keeper, TEAM SAI

Feb 2012 – Sep 2020

I was responsible for providing the best service experience for all customers

Kerala, India

[clear appearance, smiles, great attitude, attention to detail, strong work ethic and determination is how I got about my work days

SKILLS

Ability to produce best result in pressure situation

Ability to motivate

Ability to work independently or as part of the team
proven leadership skills

Ability to quickly create and apply ideas and solutions

LANGUAGES

English

Hindi

Malayalam

Tamil

DECLARATION

I declare that the above furnished details are true to the best of my knowledge and belief.