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Personal Details

DOB: 06th Sep 1999
Status: Male/Single
Nationality: Indian
Languages: English, Hindi
Malayalam, Tamil (spoken)

Home Address

Trichur, Kerala.

Career objective

To be part of a dynamic group this attains new heights. Intend to build a career in hi-tech environment with committed and dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging and creative environment.

Profile Summary

Organized and experienced storekeeper, expert in maintaining the flow of goods to ensure accurate merchandise inventory.

Employment History

Company : Hala Equipment Trading L.L.C
Designation : Assistant Storekeeper
Duration & Dept: April 2021 to April 2023, Store Department.

Company Profile: Hala's 25 year of experience in dealing forklifts has turned into viable and sustainable model, covering the complete supply chain for Material Handling Equipment all over UAE.

Main Tasks

- Assisting the store manager in all areas of daily business operations, customer service and merchandising.
- Keeping a record of sales and restocking the store accordingly.
- Coordinating, monitoring and reporting on daily operations.
- Monitoring and maintaining suitable store inventory levels.
- Ensuring the store environment complies with health and safety regulations.
- Maintaining a clean, organized and aesthetically pleasing store front.
- Resolving customer complaints and concerns in a timely manner.
- Ensuring that store policies and procedures are followed.

Company : Liz Mototech
Designation : Assistant Technician
Duration & Dept: Oct 2019 to Mar 2021, Service and Maintenance Department.

Main Tasks

- Perform maintenance and repair on customer vehicles.
- Identify problems with vehicles using the diagnostic equipment.
- Explain automotive repairs and issues and provide great customer service.
- Plan repair procedures using charts manuals and experience.
- Test the functionality of parts and systems
- Perform basic auto care and maintenance tasks such as oil changes, fluid level cheques, and tyre rotation.
- Repair and replace brake pads, wheel bearings, sensors and other parts.
- Perform routine maintenance and general mechanic work on vehicles.

- Willingness to learn with hands-on training.
- Help keep repair shop clean and organized.
- Keep a professional appearance.
- Ability to maintain a professional appearance and provide friendly customer service.
- Interpret and transcribe data in order to maintain accurate records.
- Perform routine maintenance and other tasks in a fast-paced environment.

Education

Course: **ITI (Mechanic Motor Vehicle) - NCVT**

Period: Aug 2017 to July 2019.

Certified by: NCVT

Course : **Higher Secondary Education (HSE Board Kerala)**

Period : June 2015 to March 2017

Certified by : HSE Board Kerala

Course : **SSLC**

Period : June 2014 to March 2015

Certified by : Kerala Board of Public Examination

Extra-Curricular Activities

- Attended a Retail Store Operations and Store Management training on UDEMY training portal - Aug 2022
- SAP Orientation Training April 2021
- Attended Hydraulic Mechanic certification course July 2018 to Dec 2018.

Strengths

- Excellent team player.
- SAP Knowledge.
- Good communication, interpersonal & convincing abilities.
- Well versed in MS office.
- Having good observation and analytical skill.
- Result oriented.

Declaration

I hereby declare the above statements are true and correct to the best of my knowledge and belief. Reference can be provided upon request.

VIMAL WILSON