

UBAID

Address:

A-239/6 Jawahar Park Ghaziabad Uttar Pradesh
201005

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Summary

Reliable Warehouse Assistant with 01 years of experience managing shipping, receiving and inventory operations. Excellent record of success in inventory audits and product staging. Dedicated to accurate record-keeping, worksite safety and timely issue resolution. Focused professional knowledgeable about devising innovative solutions to diverse business concerns and goals. Strategic and forward-thinking leader with self-motivated and tactical mindset. Excellent relationship-building and critical thinking skills with determined and decisive nature.

Skill Highlights

- Order picking and processing
- Shipment planning
- Utilization reporting
- Planning and Coordination
- SAP Software Proficiency
- Problem-Solving
- Logging

Experience

Warehouse Assistant |team lease services limited (deputed to zydex industries pvt ltd)

- Monitored inventory to maintain sufficient supply levels to meet business and customer needs.
- Alternated goods in inventory by observing first-in and first-out approach to keep shelves organized and properly stocked.
- Kept documentation and records accurate and up-to-date with latest data to prevent errors in processing or delivery.
- Used hand-held devices and computers to record and monitor inventory levels and completed audits to uncover and address inaccuracies.
- Evaluated incoming shipments for quality issues and processed unacceptable materials for return.
- Verified orders by comparing names and quantity of items packaged with shipping documents.
- Inspected incoming and outgoing shipments to identify discrepancies with records.
- Prepared orders for shipment by picking, packing and labeling merchandise.
- Worked effectively with shippers to resolve shipment issues, damaged materials and shortages.
- Moved shipment materials to and from designated areas using lift and hand trucks.
- Utilized forklift or pallet truck to load, unload, transport and store goods.

Education

10th Passed from CBSE Board.

12th Passed from CBSE Board.

Bachelor of commerce

University of delhi -india

Software

SAP

Hobbies

Listening to music, gym

Personal Information

DATE OF BIRTH	10th Oct 1999
FATHER'S NAME	Kashaf Udduja
GENDER	Male
NATIONALITY	Indian
MARITAL STATUS	Single
LANGUAGE KNOWN	Hindi & English

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