**SHIBU**

**Email:** **shibu.391308@2freemail.com**

**PERSONEL STATEMENT**

An experienced warehouse associate who has long record of successfully managing people process and systems, shibu is a dynamic and driven individual with a continuous improvement mind set who has the strength of a character to really deliver. He has the passion to succeed along with the willingness to progress within a role, and ability to contribute towards warehouse initiatives. On a personal level he is a confident and passionate warehouse associate who can manage, mentor and motivate a team. Key strengths in controlling warehouse flow patterns and planning future storage capacity. Right now he is looking join a company that wants to recruit talented individuals who get things done on time and within budget. His present manner and excellent communication skill allow his to work independently or part of a team and follow standardized work instructions.

**EMPLOYMENT HISTORY**

Warehouse Man, Material Coordinator, Storekeeper, Warehouse Associate various companies from May 1994 to present

Responsible for organizing the warehouse areas, making the best and most efficient use of space, and managing the day to day activities of warehouse staff and drivers. Accept responsibility to think about how own actions and actions of my associates effect our customers and our company, performance and passions in all aspects of assigned to meet company goals. Assist in counting of physical inventory. Responsible for working in a busy warehouse and ensuring that deliveries are made to customers on time.

KEY RESPONSIBILITIES HANDLED

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* Receiving materials from various overseas and local vendors and verifying with project requirement and specification.
* Checking materials with mill certificates letter of conformity stocking, issuing the material to production.
* Data input to the material control system keeping track of the material traceability system.
* Completed offshore and onshore precaution course from McDermott- Jabel Ali Training.
* Worked on offshore and onshore for various clients like, DPC,QGPC,ENRON,ARAMCO,ZADCO,ADMA,BP,SHELL,APPACHIE,STATOIL,ADCO at significant to my credit at all capacity.
* Receiving the documentation, unloading and stocking of warehouse products, including some hazardous materials.
* Commitment to internal safety, training and workplace internal policies.
* Updating the inventory records for stock control.
* Handling local as well as international ship owners and agents.
* Assisting in annual plant inventories. (API)
* Using computer equipment to generate labels.
* Stocking incoming orders on to shelves and updating location on SAP. Organizing stock in the warehouse.
* Walk production floor verify immediate material needs, pulls materials or initiates requisition and distributes material on shop floor.
* Responsible for the storage of all stocks and non stock products in the warehouse.
* Maintain an accurate inventory through cycle counts bin location and other reports as required.
* Maintain on time delivery performance of 98%, warehouse management, safety audits, and SAP support.
* Maintain annual plant inventory on 99% on every year .
* Meet safety requirements of zero incidents.
* Receiving and inspection process in accordance with the quality assurance measures.
* Manage and monitor the documentation process, using sap based warehouse management system.
* Follow-up and monitor all inbound and exports shipment and documentation,

Monitoring customers orders and shipment schedules.

* Maintaining receiving material making goods receipt notes (GRN) In SAP.
* Issuing material to productions as per production requirements.

**WORK EXPERIENCE**

* Material coordinator and store keeper Jray Mcdermott Middle East Inc UAE(it is a leading provider of oilfield platforms, jacket, maintenance and service for the worldwide)02/05/1994 To 03/01/1999.
* Warehouse in charge and storekeeper

Goltens Co .Ltd, Dubai (Branch) ship repairing company

(Goltens a leading provider of specialized repair, maintenance reconditioning services and trading of engineering components for the worldwide shipping, offshore marine installations, industrial plants and power stations. The company has its branches all over the world) 06/06/1999 to 19/03/2009.

* WARE HOUSE ASSOCIATE

Baker Hughes Eho Ltd Dubai Branch manufacturing division.

Baker hughes a leading provider of specialized repairing oil well different tools and manufacturing different types tools.

Sand Control Screens (screen family tools)

Excluder Equalizer Direct Pack, Ultra Pack, Express Pipes, Wrap On Pipe, Baker Weld,Equalizer Flow Control Technology,Mobile Transfer Valve.

 WBI-(Well Bore Intervention)

Reactive Element Packers (Rep) Mechanical Packers(Mpas),External Packers(Ecp)

Xtream Zone Packer.

Liner Hanger Family Tool

Hyflow , Flex Lock, Zx-e Packer(ZXP)Seal Assembly,Liner Hanger Product, Jmzxp, Landing Collar.

 In oil industry baker hughes 3rd position in the world around 75 countries, 50000 people are working all over the world.-12/04/2009-Till date.

My 22 years at various assignment of my profession I have gained sufficient adaptability to suit the environment of a large organization ,oil field works, oil well manufacturing tools and ship repairing marine field on a professional and personal level.

**KEY SKILLS &COMPETENCIES**

* Ability to work under pressure and to deadlines whilst remaining fully in control.
* Proven commitment to continue own professional development and advancement.
* Commitment to supporting and promoting equally as well as diversity within the work place.
* Knowledge of the very latest infection control processes, ability to work under pressure.
* Speed interaction with new environment, good in resolving the problems.
* Flexible, ambitious, confident and hardworking.

**ACADEMIC QUALIFICATION**

* Completed Diploma In Mechanical Engineering Course From Don Bosco’s School Kolkata.
* Passed Higher Secondary From Kerala University In Commerce.
* Passed Matriculation From Govt. High School, Kerala.

**AREAS OF EXPERTISE**

WARE HOUSE ASSOCIATE

* Planning and completing duties with minimal directions from superiors, colleagues of managers
* Able to act as an ambassador and public relation representative for a ware house meetings and events.
* Ability to develop positive working relationships with colleagues, warehouse supervisor and manager.
* Ability to work in inventory control, shipping and receiving, order fulfillment.
* Accurate documentation, process improvement.

**PERSONAL**

* Willing to accept responsibility for carrying our task and making sure things are done properly.
* Always presentable and professional in all areas of work
* Physically fit and able to work hot and cold environments.
* Possessing math proficiency and strong communication skills.
* Excellent organizational, time management and customer relations skills.
* Managing all inbound and outbound logistics.

**ACHEIVEMENTS**

* For excellent contribution and efforts towards 8 S in the screen cell area 26/11/2012.
* Certificate of completion Lean Six Sigma Awareness Yellow belt 01/06/2013.
* Certificate of completion Shingijutsu Kaizen event 01/06/2014-05/06/2014.
* Congratulation on winning the 2014 HS&E chairman award Dubai manufacturing plant.
* Congratulation to win the 2014 lean platinum award mfg excellence Baker Hughes.
* 18 months of manufacturing excellence award, and gold award for six consecutive months of plant dashboard metrics.

**PERSONAL DETAILS**

* Date Of Birth : 30-05-1970
* Nationality : Indian
* Languages Known : English, Hindi, Malayalam
* Computer Literacy : Working Knowledge Of Ms Word, Excel, Outlook, Explore, Sap
* Driving License : Valid UAE Heavy Equipment And Light Equipment License(no.7&8)
* Visa status : employment