

**SAJIMON**

**E-mail**:sajimon-393345@2freemail.com

**WAREHOUSE ASSOCIATE/HEAVY/LIGHT EQUIPMENT OPERATOR**

**OBJECTIVE :**



To apply for a reputed position in your organisation, which would be right step to my career development and enhancement.

**PROFESSIONAL EXPERIENCE :**

* Worked as a **Forklift Operator/Store Asstt.** in Dubai, UAE, (from 2001, April to 2005, March )

**KEY SKILLS IN AL-FUTTAIM LOGISTICS :**

* Handling in Electronic items & Spare parts/ IKEA Furniture i
* Monitoring workers skills ( like Picking/stacking/loading/unloading
* Preparing the delivery items by orderwise, Keeping good relationship with Superiors and other staffs.
* Maintaining the stocks up to date ( 100% ) and making the arrangements for inventory yearly.
* Delivery vehicles and Ware House Equipments monitoring monthly services.

**KEY SKILLS AND ACTIVITIES IN AL-NISR PRINTING & PUBLISHING LLC.**

* At present I am working as a **Heavy Equipment** **Operator/Store Assistant** from June, 2005, to till date.
	+ Analysing inventory for the accounts team on a monthly basis.
	+ Monitoring the equipments in the warehouse for uninterrupted storage process.
	+ Issuing materials to different teams based on the demand.
* Analyse and purchase the required materials and machinery parts.
* Handling purchased materials within the warehouse
* Handling the Spare Parts from Germany like KBA/ROLAND/CROMOMAN.
* Managing the Robots/Rocla giving the orders.
* Weekly checking ware house equipments (Forklift/Reach Truck etc.)
* Monitoring workers skills and keeping good relationship with the staffs.

**EDUCATIONAL QUALIFICATION :**

* GRADUATION-BOOK KEEPING AND ACCOUNTANCY
* PRE-DEGREE (COMMERCE)
* **STENOGRAPHY, TYPE WRITING LOWER GRADE & HIGHER** GRADE PASSED.

**TECHNICAL QUALIFICATION :**

* **Light Motor vehicle license ( UAE)**
* **Light & Heavy mechanical Equipment license (UAE)**

**APPRECIATON**

In the year**2005-2006, 2015-2016** was awarded and appreciated as best employee of the year.

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| **PERSONAL DETAILS:** |  |  |  |
|  Nationality` | : | Indian |
|  Date of birth | : | 21/02/1974 |
|  Religion | : | Roman catholic |
|  Marital status | : | Married |
|  Languages known | : | English/Hindi/Malayalam) |
| **DRIVER’S LICENSE:** |  |  |  |

* United Arab Emirates Driving License issued on 4/6/2002

**COMPUTER SKILLS:**

Microsoft application/word/Excel.

**DECLARATION:**

I do hereby declare that above statements are true and correct of my best knowledge.

Place : Qatar SAJIMON