

Resume

MOHAMMAD SIRAZ



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CAREER OBJECTIVE

To secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

Qualifications Summary:

SSC passed Z . H . T . I highschool by board of secondary education
Intermediate passed Z. H . T. I Junior Colege Board of Intermediate
education 2017.
B.COM degree from GOVT.degree college.

Work experience:

From 01 February 2020 to 05 March 2021

Stock controller at D. Mart company INDIA

Keep track of inventory levels to ensure that stock is always available when needed without overstocking.

Verify and inspect incoming stock for accuracy and quality, ensuring that the items match purchase orders.

Communicate with suppliers to resolve any issues related to stock deliveries, returns, or discrepancies.

Work experience:

From 1 DEC 2022 till date

Inventory and stock controller at IMILE (SHEIN) Kuwait

Manage and maintain the company's material and stocked product inventory including stock profiles and stock locations

Manage and control perpetual inventory stock counting / inventory accuracy checks

Monitor inventory levels to ensure they are within set targets and adjust plans as needed.

Manage returns and exchanges with suppliers, ensuring that faulty or excess stock is dealt with appropriately

Resume

COMPUTER SKILLS

Well in computer fundamentals, MS OFFICE (Excel, Power Point , Word etc)
Excellent With MS ERP (DYNAMICS AX,AJWAN,OCIMS) operatingsystem.

Core Competencies:

Attention to Detail
Analytical Skills
Organizational Skills
Communication Skills
Technical Proficiency
Planning and Forecasting
Problem-Solving and Decision-Making
Quality Control
Leadership and Teamwork
Cost Management

PERSONAL DETAILS

Name : **MOHAMMAD SIRAZ**
Date of Birth : **0 1 / 0 1 / 2 0 0 0**
Nationality : Indian
Marital Status : Single
Residency : (Article 18 visa)

Communication:

English : Excellent- Read, Write &
Speak
Urdu : Very Good - Read, Write &
Speak
Hindi : Excellent- Read, Write & Speak
Arabic : Read & Speak

I hereby declare that above furnished information is true to the best of my knowledge and Believe.