

MOHAMMAD NAZRUL ISLAM

STOR KEPPER

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Riyadh, 3900, Saudi Arab, Riyadh, 3900, Saudi Arab

ABOUT ME

As a versatile and dedicated professional, my background encompasses roles as a storekeeper, computer operator, and team leader, with a proven track record at Aramex. I have adeptly managed inventory, maintained precise record-keeping, and enhanced operational processes. My robust computer skills have been instrumental in effectively navigating logistics software and optimizing data entry tasks, thereby boosting productivity. In my capacity as a team leader, I have excelled in orchestrating daily operations, mentoring team members, and promoting clear communication to consistently meet deadlines and surpass targets. My commitment lies in upholding exemplary standards of organization and efficiency, all while nurturing a team-oriented and high-performance work culture.

WORK EXPERIENCE

STOR KEPPER | ALKAFFARY.COM | RIYADH | RIYADH | APR 2024 - PRESENT

- Experience with logistics software, such as SAP, Retail pro, power bi report, or as a clickup communication software.
- Managed inventory and stock levels to ensure availability of items in the store.
- Maintained accurate records of received and dispatched goods.
- Conducted regular audits to ensure stock accuracy and prevent discrepancies.
- Organized the storage area for efficient space utilization and easy access to products.
- Coordinated with suppliers to schedule deliveries and handle any discrepancies in orders.
- Implemented safety procedures for handling and storing materials to maintain a safe working environment.
- Assisted in the preparation of inventory reports and participated in inventory reconciliation processes.
- Provided support to the sales team by ensuring that all requested items are available and ready for sale.

PICKING & PACKING | ARAMEX RIYADH | RIYADH | NOV 2022 - MAY 2025

Project Namshi/Styli

- Experience with logistics software, such as SAP, Oracle, or Warehouse Management Systems (WMS).
- worked as a picker/packer/shorting/peganol.
- worked with all e-commerce sectors.

EDUCATION

HIGH SCHOOL DIPLOMA, BALIGAON HIGH SCHOOL | FENI, BANGLADESH, FENI | 2021

SKILLS

- computer operator
- leader ship
- Strong communication
- Storekeeper

LANGUAGES

- English
- Arabic
- Hinde
- Bangla

PERSONAL DETAILS

NATIONALITY	DATE OF BIRTH	VISA STATUS	MARITAL STATUS
Bangladesh	01 May 2000	Work Visa	single