

SAJIMON. P.JOY

SAJIMON. P.JOY,JEDDAH,KSA.

+966570703597 | sajjoy789@gmail.com

Objective

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

Experience

- **Mohebi logistics,Dubai UAE.** Jan 06 2006 - Mar 21 2009
Warehouse assistant
Inbound receiving,Checking quality and quantity,preparing ASN,Receiving in WMS via RF,Aranging For Put away,Preparing outbound deliveries for picking,Creating PID.
- **Almarai company KSA** Sept 21 2012. - Currently
Store assistant
Receiving Finished Goods from production,Creating inbound delivery as per PO,Aranging product For Put away,Giving instructions to co workers for handling products,Creating Outbound deliveries as per STO,Making loading plan,Picking bye WMS system,Cordinate with staff for loading and dispatch activities.

Education

- **Calicut University** 2001
Higher secondary
2nd
- **Kerala** 1998
SSLC
2nd

Skills

- WMS,SAPSAP TMS,Tally financial Accounting Programs,Ms office.
- A multi-skilled, hardworking and efficient Warehouse coordinator with 12 years of experience and a proven track record of ensuring the smooth functioning and running of all warehouse concerning activities. Able to follow standard operating procedures and work in a methodical and orderly manner, possessing a comprehensive understanding of material / stock management techniques and inventory control methods and procedures.

Languages

- English,Hindi,Malayalam,Arabic.

Personal Details

- Date of Birth : 11th May 1978.
- Marital Status : Married.
- Nationality : Indian.
- Passport : M 4958889

Declaration

- I hereby declare that the above furnished details are true and correct to the best of my knowledge and

belief. Yours faithfully, Sajimon.P.Joy.

Training Attended

- Data Analysis Excell Training, Warehouse Management ,Pest control Good Warehouse Practice.