

ANSAM SALIM

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ALKHOR , QATAR

EDUCATION

2016 - 2019

M G UNIVERSITY

BACHELOR OF COMMERCE
COMPUTER APPLICATION

2014 - 2016

HIGHER SECONDARY

SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

LANGUAGES

- ENGLISH (Fluent)
- MALAYALAM (Fluent)
- HINDI (Fluent)
- TAMIL (Intermediate)

PROFILE

Highly efficient Storekeeper with extensive experience in optimizing inventory systems, resulting in a 30% reduction in overstock and a 15% decrease in shortages, alongside a 20% increase in inventory accuracy. Demonstrated expertise in implementing effective training programs, leading to a 25% boost in team efficiency and a significant reduction in handling errors. Proven ability to enhance operational procedures through strategic clearance initiatives, supplier coordination, and technology adoption, culminating in accelerated order fulfillment, improved customer satisfaction, and robust health and safety compliance.

WORK EXPERIENCE

- LULU GROUP OF INTERNATIONAL ALKHOR, QATAR 2022 - PRESENT
STORE KEEPER
 - Ensure store compliance with health and safety regulations
 - Deliver excellent service to ensure high levels of customer satisfaction
 - Monitor inventory levels and order new items
 - Respond to customer complaints and concerns in a professional manner
 - Prepare detailed reports on buying trends, customer requirements, and profit
- LAYALI IRAQI RESTURANT RIYADH, SOUDI ARABIA 2020 - 2021
STORE IN CHARGE
 - Receive and forward all goods and deliveries in and out of the hotel to the correct point of contact/storage area
 - Able to follow standards for issuing and receiving stock within the store's area of operation
 - Monitor and take inventory regularly to compile orders based on par levels or needs
 - Maintain clear and organized records to ensure all reports and invoices are filed and stored properly
- NOOR AL HAYATH SUPERMARKET JABALALI, UAE 2019- 2020
STORE KEEPER
 - Collect, process, and document all merchandise received and paid for, assisting with inventory activities as necessary
 - Assist in receiving all merchandise from suppliers
 - Check all merchandise for discrepancies and damages
 - Sort merchandise according to pricing and location at store
 - Store merchandise in proper location to increase sales
 - Maintain stock levels by checking stock on hand against sales reports
 - Inventory items according to location and store policy

DECLARATION

I hereby declare that all the information furnished by me is true to the best of my knowledge and belief.