



MUJEEB RAHMAN.T

Storekeeper & Transportation Coordinator

PROFILE

A challenging career in a reputed company that offers me enough to enhance my skills along with which I can significantly contribute to the growth of my company.

CONTACT

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LANGUAGES

Malayalam (Mother Tongue)
English (Intermediate)
Hindi (Beginner)
Arabic (Beginner)

LICENSE

Qatar Driving License

HOBBIES

Travelling
Gym
Karate

EDUCATION

University of Calicut

2018 - 2020

Completed the degree of Bachelor of Commerce (B.com) with specialization Computer Application and been placed Third Class.

Government Higher Secondary School, Koduvally

2015 - 2017

Completed Higher Secondary in Commerce with Overall 70% mark.

WORK EXPERIENCE

Qatar Star Services L.L.C – Storekeeper & Transportation Coordinator

2023–Present

Managed inventory of vehicle parts, tools, and supplies for a fleet of 125 vehicles.

Ordered and replenished stock as needed to ensure availability of materials.

Maintained detailed records of stock levels, usage, and maintenance schedules.

Monitored vehicle performance, fuel usage, and driver behavior, implementing improvements when necessary.

Dialogue Mobiles - Sales Manager

2021–2021

Managed inventory, ensuring optimal stock levels and quick turnover of mobile devices and related products.

Led a team of sales associates, driving daily operations and achieving sales targets for mobile phones and accessories

SKILLS

- Customer Relationship Management: Built strong relationships with clients and customers, ensuring high levels of satisfaction and loyalty.
- Technical Skills : SAP, Tally, Excel, Word and Outlook
- Soft Skills : Strong communication, Team work, Problem solving, Communication
- Inventory Management: Efficiently managed stocks, ordered supplies, and ensured timely replenishment for optimal operation.
- Time Management: Skills in prioritizing tasks and managing deadlines
- Adaptability: Capacity to adjust to new situations or challenges