

ASHERUF K. M.

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Personal Profile

Seeking a good position in a reputed firm in order to build a long term career by investing the best of my technical knowledge & educational qualifications and to serve the organization with an outstanding output

Strengths

Proficient in warehousing material supervision and accurate maintenance of complete items in ERP system and store. In addition to this, as a qualified technician (electrical) worked with diversified projects in major electrical works.

Work Experiences

Total : 30 years (India : 6 Years + Saudi Arabia : 24 Years)

Employment History

- Job Title** : Warehouse Supervisor
Organization : Al Mashariq Trading & Contracting Co.
Period : January 2019 – Till Now (April 2021)

Responsibilities

- ✓ Coordinate and oversee all warehouse logistics.
- ✓ Supervise and direct warehouse staff; put worker safety as a top priority.
- ✓ Supervise all forklift operations.
- ✓ Maintain warehouse and machinery, ensuring equipment is serviced when needed and a clean and tidy workspace is kept at all times.
- ✓ Maintain shipping documentation and receipts; enter relevant data in reports as needed.
- ✓ Assist in the hiring and training process of new warehouse staff.
- ✓ Abide by and enforce facility rules and Kingdom's laws and regulations.
- ✓ Improve warehouse work processes through strategic planning in order to create a more efficient fulfillment system.
- ✓ Develop annual department budget.

- 2. Job Title** : Warehouse Supervisor
Organization : Salman A. Al-Duhaim Sons Company
Period : April 2014 – December 2018

Responsibilities

- ✓ Responsible for inventory storage and all related operations.
- ✓ Coordinate and oversee all warehouse logistics.
- ✓ Supervise and direct warehouse staff; put worker safety as a top priority.
- ✓ Confirm proper and timely delivery of products.
- ✓ Maintain warehouse and machinery, ensuring equipment is serviced when needed and a clean and tidy workspace is kept at all times.
- ✓ Maintain shipping documentation and receipts; enter relevant data in reports as needed.
- ✓ Assist in the hiring and training process of new warehouse staff.
- ✓ Daily monitoring of Safer (inventory software) system and deliver updated status to the higher authorities
- ✓ Ensure proper transport, packaging, and placement of products.
- ✓ Motivate and lead warehouse staff to effectively carry out given tasks.
- ✓ Abide by and enforce facility rules and Kingdom's laws and regulations.
- ✓ Improve warehouse work processes through strategic planning in order to create a more efficient fulfillment system.
- ✓ Preparation of RFQ as per minimum required level and in need.
- ✓ Daily monitoring of Safer (inventory software) system and deliver updated status to the higher authorities.
- ✓ Responsible for inventory storage and all related operations.
- ✓ Develop annual department budget.
- ✓ Check and verify materials in warehouse periodically.
- ✓ Maintain records of equipment, materials and products.
- ✓ Prepare MRR after inspection and acceptance of receipt of ordered items.

- 3. Job Title** : Warehouse Clerk
Organization : Mastoura for Trade & Cont. Co. Ltd.
Period : May 1997 – March- 2014

Responsibilities

- ✓ Receiving delivery materials (likes: electrical, plumbing, carpentry, A/C and common materials).
- ✓ Arrange materials in their corresponding locations.

- ✓ Checking the shorted materials for request.
- ✓ Responsible for inventory and updating materials.
- ✓ Updating the materials and enter in the Pin Card.
- ✓ Responsible for issuing requested materials of the requestor.
- ✓ Supervise day-to-day operations in a warehouse.
- ✓ Supervise loading and unloading operations.
- ✓ Prepare shipping documentation and other related paperwork.
- ✓ Order, receive and maintain equipment, materials and tools.
- ✓ Supervise counting, weighing and identifying of materials meant for shipment.
- ✓ Check materials against customer orders, picking lists and billings.
- ✓ Check and verify materials in warehouse periodically.
- ✓ Maintain records of equipment, materials and products

4. Job Title : Electrician
Specialization : Residential, Building and Industrial Electrician
Organization : Electric Power Services (P) Ltd., Cochin, Kerala
Period : February 01, 1991 to January 31, 1997

Responsibilities :

- ✓ Read blueprints or technical diagrams.
- ✓ Install and maintain wiring, control, and lighting systems.
- ✓ Inspect electrical components, such as transformers and circuit breakers.
- ✓ Identify electrical problems with testing devices.
- ✓ Repair or replace wiring, equipment, or fixtures using hand tools and power tools.
- ✓ Direct and train workers to install, maintain, or repair electrical wiring or equipment and fixtures. Laying of Armored Cable.
- ✓ Cable terminations, connection and Panel board installation.
- ✓ Plan layout and installation of electrical wiring, equipment and fixtures, based on job specifications and local codes.
- ✓ Prepare sketches or follow blueprints to determine the location of wiring and equipment and to ensure conformance to building and safety codes.
- ✓ Install ground leads and connect power cables to equipment, such as motors.
- ✓ Work from ladders, scaffolds, and roofs to install, maintain or repair electrical wiring, equipment, and fixtures.

- ✓ Place conduit (pipes or tubing) inside designated partitions, walls, or other concealed areas, and pull insulated wires or cables through the conduit to complete circuits between boxes
- ✓ Perform physically demanding tasks, such as digging trenches to lay conduit and moving and lifting heavy objects
- ✓ Provide preliminary sketches and cost estimates for materials and services.

Qualifications:

Academic Qualifications

- ❖ Passed S.S.L.C (10th) from Government High School, Kottayam in 1988
- ❖ Passed Pre-Degree (12th) from Kerala University in 1993

Professional Qualification

- ❖ Passed I T I (Certificate Course) in Electrician course from Central Engineering Institute & Industrial Training Centre, Mallappally, Kerala, India in 1991

Personal Details:

Name	:	Asheruf K.M
Father's Name	:	Mohammedkunju
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Contact No	:	00966 - 560441023 (K.S.A), 0091 - 9562380295 (India)
Date of Birth	:	30 th May 1972
Marital Status	:	Married
Gender	:	Male
Religion	:	Muslim
Nationality	:	Indian
Passport No	:	K 5711789
Date of Expiry	:	20/05/2022
Languages Known	:	English, Hindi, Tamil, Arabic & Malayalam

Declaration

I hereby certified that the details furnished above are true & correct to the best of my knowledge and belief.

[ASHERUF K.M]