

# CHRISTOPHER CHIBUOGWU NDUKA

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## EXPERIENCE

### Chefvys Fast Food — Warehouse manager

2022 - 2023

#### Responsibility

- Replenishment of raw materials in bulk at economic time
- Issuance of raw materials to respective branch with approved requisition
- Organizing and coordinating warehouse staff for effective and prompt delivery
- Reporting of warehouse activities on weekly basis
- Maintaining good relationship with other departments

### De Tastee Fried Chicken TFC, Lagos Nigeria — Store officer

2012 - 2022

#### Responsibility

- Ordering of perishables and some other material directly from supply, base on average consumption With approved purchase order
- Requesting for goods and placing of order to suppliers from the central warehouse.
- Receiving of goods and documentation of items received, with GRB and BINCARDS.
- Issuing of material with dully authorization requisition form by the delegated authority
- Control the flow of equipments eg utensil, electrical materials
- Posting of goods received and issuance on sage pastel, for accounting purposes.
- Maintenance of healthy and save store environment
- Maintenance of reasonable stock balance to avoid stock out. and tying down capital
- Tidy up the store environment.
- Preparation of both weekly and monthly report.eg material usage analysis, stock level, price control report
- Coordinating the activities of the store, including the store personnel

## EDUCATION

### Lagos State University, Lagos Nigeria — Degree

2001 - 2006

### Sango High School, Ibadan Nigeria — West Africa Examination (WAEC)

1983

## SKILLS

Warehouse management,  
Store Keeping, Time  
management Efficiency in  
numeric Stocks auditing and  
accuracy in store  
management

## AWARDS

**Staff of the Year - Tastee  
Fried Chicken 2022**

## LANGUAGES

English, Yoruba, Igbo  
Proficiency : Excellent

## **Nosak, Lagos Nigeria— *Store officer***

2009 -2011

### **Responsibility**

- Receiving of spare parts, diesel, tyres and lube for safe keeping
- Sourcing for suppliers and collation of quotations
- Material pricing /market survey.
- Maintaining vendors database.
- Evaluation of vendors performance
- Documentation of parts, diesel, tyres , lube received
- Raising of goods received note.
- Issuing of parts with approval of the store requisition note
- Inventory control on daily bases.
- Preparation and compilation of weekly & monthly stock reports.
- Building a positive and resourceful interface between store unit, purchasing and workshop

## **Dunlop, Lagos Nigeria— *Assistant Store Keeper***

2002 - 2009

### **Responsibility**

- .Receiving of raw material to the store house
- Raising of goods received note
- Daily inventory control
- Issuing of raw material to the factory with duly signed store requisition note.
- Documentation of both issuance and receipt transaction, immediately
- Processing of bills for payment.
- Keep the store room tidy

## **REFERENCE**

On demand