



# Muhammed Salah VM

WAREHOUSE ASSISTANT | STORE KEEPER | LOGISTICS

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## WORK EXPERIENCE

### ABOUT ME

As a Warehouse Assistant at Pharmatrade with hands-on experience in the pharmaceutical trading sector. I assist in the daily operations of warehouse management, including receiving, storing, and dispatching pharmaceutical products in compliance with regulatory and quality standards. I am familiar with cold chain requirements, inventory control systems, and proper documentation practices under GMP and GDP guidelines. My goal is to support a safe, efficient, and compliant supply chain to ensure timely delivery of critical healthcare products.

### ERP SYSTEMS

#### ORACLE

(WAREHOUSE MANAGEMENT SYSTEM)

SAP (Systems Applications and Products

in Data Processing)

#### PHARMATRADE LLC

Abu Dhabi United Arab Emirates  
April/2024 - present



#### Warehouse Assistant

##### • Receiving Shipments

Unload and inspect incoming pharmaceutical goods.

Verify shipment accuracy against invoices or delivery notes.

Record batch numbers, expiry dates, and conditions upon arrival.

##### • Inventory Management

Organize and maintain stock using First Expiry, First Out (FEFO) method.

Update inventory records in ERP/WMS systems.

Conduct regular cycle counts and report discrepancies.

##### • Storage of Pharmaceuticals

Store products in temperature-controlled zones (ambient, refrigerated, frozen) as per product requirements.

Ensure segregation of quarantined, expired, or damaged goods.

##### • Order Fulfillment

Pick, pack, and label products accurately for distribution.

Double-check lot numbers and expiration dates to ensure compliance.

Generate packing lists and shipping documents.

Maintained strict adherence to safety standards, resulting in zero incidents throughout the shipping and handling processes.

#### Store Keeper

##### • Receiving Materials

Accept deliveries of raw materials, spare parts, and other supplies.

Inspect items for damage or defects and verify against purchase orders.

Record batch numbers, quantities, and material specifications

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##### Storing Inventory

Store materials systematically to allow easy retrieval and tracking.

Maintain proper conditions for different types of items (e.g., flammable, fragile).

Ensure segregation of defective or returned items.

##### Issuing Materials

Issue materials to production departments based on approved requisitions.

Monitor stock usage and update inventory records in real time.

Track and report material consumption against production targets.

#### Outbound In charge

##### • Shipment Planning and Coordination

Schedule and coordinate outgoing shipments based on delivery timelines. Ensure proper routing and load planning to optimize delivery efficiency

##### • Documentation and Recordkeeping

Verify shipping documents like invoices, packing lists, and bills of lading. Maintain proper records of all dispatches and transport details.



#### MIDDLE EAST STATIONERY & TRD CO. LLC

Dubai United Arab Emirates

Feb 2021 - June 2023



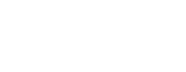
#### EDUCATION

### LINK

LinkedIn:

<https://www.linkedin.com/in/salahvm/>

#### RABINDRANATH TAGORE UNIVERSITY, INDIA



#### Nexora ACADEMY

India



#### Bachelors of Commerce

Specialized in Computer Applications (Completed an intensive Tally ERP course, gaining comprehensive proficiency in financial accounting, inventory management, and business process optimization)

#### Post Graduate Diploma

International logistics and supply chain management. Institute of industrial research and development , India

### LANGUAGES

ENGLISH

MALAYALAM

HINDI

