

# MUHAMMAD MURSHID T

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## Logistics Coordinator

A self-motivated and hardworking individual who is able to own initiative and work as a part of a team. Proven leadership talents with excellent inter personal skills. Eye for excellence and ability to persuade and motivate a team to achieve objectives. Good at problem solving and analytical skills with ability to plan prioritize and accomplish task.

## WORK EXPERIENCE

### AAK Hyper Market Puthanathan

#### Store Keeper

- Business or sector: Logistics And Supply Chain Management . managing Inventory effectively and ensuring smooth operations .
- Proficient in overseeing stock levels, conducting audits and implementing efficient ordering systems
- Proven track record of optimizing warehouse layout for improved productivity
- Strong for attention to detail and excellent problem- solving skills

#### Data Entry

- Typing Speed: Demonstrate typing speed and accuracy.
- Strong attention to detail and data validation.
- Implemented data clean-up strategies and reducing errors.
- Accurate Data Management : Entered and maintained records and ensuring data integrity across company systems.

## EDUCATIONAL QUALIFICATION

### Bcom in Logistics And Supply Chain Management

Acharya Bangalore Business School • 01/2021 – 12/2024

### HIGHER SECONDARY in HIGH SCHOOL

M.S.M HSS KALLINGALPARAMB • 01/2018 – 12/2020

## SKILLS

**Organizational Skills** Good Organizational And Inventory Skills, Inventory Management, Inventory Management Proficiency

**Soft Skills** Strong Decision Making Skills, Attention To Details, Hardworking, Stress and time management, Dedicated and committed, Able to work alone, Problem solving skill, Demonstrate typing speed and accuracy

**Communication Skills** Inter Personal Communication, Customer Service

**Teamwork Skills** Team Work, Vendor Management, maintain focus to committed data

**Language Skills** Malayalam, English, Tamil

## DECLARATION

I hereby by declare that all the information given above is correct to the best of my knowledge and belief.