



DIPESH DHAKAL

Applied Position: Warehouse Assistant

My Contact

+971-568189798

Dubai, UAE

dipeshdhakal26@gmail.com

Personal Details

- Nationality : Nepal
- Date of Birth : 11-08-2000
- Gender : Male
- Marital Status : Single

Passport Details

- Passport No : 11907210
- Issue Date : 16-03-2020
- Expiry Date : 15-03-2030
- Visa Status : Cancelled Visa
- Visa Expiry : 09-07-2024

Languages

- English
- Hindi
- Nepali

Career Objective

To seek a challenging career by copying a suitable position, utilizing my technical skills and experience to contribute towards the progress of organization at the same time has the prospect for professional growth and development of my career.

Education Background

- High School Degree(Graduated with First Division)
- Bachelor in Computer Science & Information Technology(Undergraduate)

Professional Experience

Warehouse Assistant

Neoteric Nepal - Warehouse | Nepal | Aug 2018 to Sep 2021

Responsibilities:

- Move inventory and materials across facilities.
- Process inventory for delivery.
- Sort, organize and store inventory in the proper location.
- Package items and label correctly.
- Scan delivered items and ensure quality.
- Report damaged or missing inventory to supervisors.
- Stack and organize large bulk items.
- Remove inventory from trucks or shipping and delivery to proper location.
- Update logs and documentation for inventory processing.
- Move materials from facilities to workstations, pick-up locations, or other locations.
- Wear safety gear at all times.
- Ensure workspace is free of debris and remove safety hazards from aisles.
- Work as an active team member to complete team goals.
- Prepare documentation and inventory for audits.

Skills

- Communication Skills.
- Leadership Skills.
- Organizational Skills.
- People Skills.
- Customer Service Skills.

Computer Knowledge

- MS-Word, MS-Excel, Photoshop
- Internet & Email Browsing

Declaration

I hereby declare that the above-furnished details are true the best of my knowledge and belief.

- DIPESH DHAKAL