

CONTACT

Febin Tom



Al ahali building,Hor al anz east, near Al qiyadah metro station, Dubai UAE

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OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.

EXPERIENCE

June 2024 -

- Helper**  
Ideal Mission Technical Services Contracting LLC, Dubai
  - Helping workers to provide equipments needed.
  - Cleaning work site after work

September 2023 - May 2024

- Warehouse supervisor**  
Stun sign Logistics
  - Supervising all warehouse process
  - Scanning and maintaining inventory
  - Provide detailed reports to the manager
  - Prepare and maintain documentation, reports, and records related to logistics activities
  - Prepare Consolidated E way bill
  - Stock checking

July 2022 - August 2023

- Warehouse supervisor**  
Pick del express cargo
  - Supervising all loading and unloading process
  - Scanning and maintain inventory
  - Provide detailed reports to godown incharge
  - Stock checking

January 2022 - June 2022

- Warehouse supervisor**  
Driver logistics LLP
  - Supervising all kind of process in shipping
  - Scanning and maintain inventory.
  - Keep track of returned items.
  - Provide detailed reports to manager

July 2021 - September 2021

- Warehouse supervisor**  
Driver logistics LLP
  - Supervising all kind of process in shipping.
  - Scanning and maintain inventory.
  - Keep track of returned items.
  - Provide detailed reports to manager

Dec 2018 - Nov 2019

- Tax practitioner**  
L and G Associates
  - Recording and processing monthly accounting transactions.
  - Submit and verify Tax submission and returns
  - Record all kind of transactions and verify for tax submissions
  - Generate reports to management

EDUCATION

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| 2011 | <ul style="list-style-type: none"><li>• <b>St. Ephrem's Hs chirakkadavu</b><br/>High school education<br/>60%</li></ul>                            |
| 2013 | <ul style="list-style-type: none"><li>• <b>St. John the Baptist hss nedumkunnam</b><br/>Higher secondary education<br/>54%</li></ul>               |
| 2017 | <ul style="list-style-type: none"><li>• <b>G-tec computer education kanjirappally</b><br/>Diploma in indian and foreign accounting<br/>B</li></ul> |
| 2021 | <ul style="list-style-type: none"><li>• <b>Kairos institute Thodupuzha</b><br/>Diploma in logistics and supply chain management<br/>A</li></ul>    |

## SKILLS

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- Team management
- Manage transportation and warehousing
- Tally ERP 9
- Ms office
- Co ordinate and manage logistics operations

## INTERESTS

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- Badminton
- Driving
- Swimming

## PERSONAL DETAILS

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- Date of Birth : 03/11/1995
- Marital Status : Single
- Nationality : Indian
- Passport : T9575790
- Gender : Male