

**CONTACT ME**

## **SHIHABDEEN ABUDUL JABBAR**

**INDIA,KERALA,ALAPPUZHA  
0510262968,0537875397**



### **----- CAREER OBJECTIVES:**

***Enthusiastic professional with excellent service skills and having 8 years' experience with various Departments Divisions& stores. I am able to work in a growth-orientation organization which offers diverse job responsibilities in the field of storekeeper or transporting & coordinator.***

***I look forward to work and get recognized based on my following skills, performance and task management skills likewise.***

- ***MS Excel***
- ***Microsoft, Word***
- ***Documentation using varies software.***

### **----- ACADEMIC QUALIFICATIONS:**

***2005 – 2006 SSLC Kvshss muthukulam kerala, India.***

***2007 – 2008 Plus two Kvshss muthukulam kerala - India.***

### **Work Status:**

***2019 To 2024: Al Ajilan company store supervisor & inventory supervisor.***

***2017 To 2019: Rania general contracting company transporting coordinator.***

***2015 To 2017: Ajilan group company foreman & driver job.***

***Coordinating, Filing all Documents, with regular Date.***

**Duties & Responsibilities are;**

- *Supervise and schedule drivers' hours and routes*
- *Responsible for company policy and procedures.*
- *Assisted in the development and implementation of promotion campaigns to drive customer visits.*
- *Track and follow up provided true final delivery to every costumer.*
- *Establish and Maintain Long-term Customer relationships, Building trust and respect by consistently Meeting and exceeding expectations.*
- *Maintain good housekeeping before, during after the work.*
- *Inspecting everyday complete checking car before starting engine oil & other related oil levels & lights complete checking the car*

**Skills**

*Oral and Written Communication, Computer Literate (Microsoft Word, Excel and PowerPoint) safe driving techniques, safety regulations follow, clean driving records, familiar with local traffics, time management, local routes understating, customer service, health & safety regulations.*

**Personal Details**

**Address:** Al Khobar, KSA

**Nationality:** Indian

**Iqama:** Valid

**Languages:** English, Arabi, Hindi, Malayalam, Tamil

**CHARACTER REFERENCES**

*Available upon request I hereby certify that the above information is true and correct to the best of my knowledge.*

Ss

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