

# Curriculum Vitae

## **RAJU CHILUKA**

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Dubai-United Arab Emirates



### **Career Objective:**

A Suitable position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience a place where I Can encourage and permitted to be an active participant as well vital contribute on development of the company

### **Professional Skills:**

- ❖ Good Communicational and Interpersonal Skills
- ❖ Very Energetic result oriented and organized.
- ❖ Have a high respect for customer's service.
- ❖ Finding solutions to issues and problems
- ❖ Follow all company policies and procedures.
- ❖ Always keep on smiling under pressure.
- ❖ Ability to work long hours and Under Pressure.

### **Educational & Qualification:**

- 🌟 HIGH SCHOOL CERTIFICATE FROM-(TELANGANA-INDIA)

### **Professional Experience:**

- 🌟 **COMPANY** : **AL IMAAN MAINTENANCE COMPANY**
  - Position : Plumbing Helper
  - Duration : Aug, 2016 to Oct, 2020
  - Location : Dubai-United Arab Emirates

### **Duties & Responsibilities:**

- Packing and sorting plumbing equipment for each job.
- Locating pipe leaks and preparing the work area.
- Fetching tools and buying additional stock and equipment.
- Cutting open walls and structures to expose pipes.
- Installing garbage disposals.
- Adjusting water pressure valves.
- Assisting the Master Plumber with plumbing installations and repairs.
- Replacing faucet washers and toilet wax rings.
- Measuring, cutting, and threading pipes.
- Installing gutters, drainpipes, and runoff systems.
  
- **COMPANY** : **CHAPPU BAHRAIN WILL**
  - Position : General Helper
  - Duration : 05 Years
  - Location : Bahrain
- Feeds, weighs, mixes, and transports ingredients and performs any combination of following tasks to assist other workers in processing chocolate and cocoa products: Moves ingredients from storage to production area, using hand truck.
- Weighs and mixes ingredients under supervision of MIXER OPERATOR and SYRUP MAKER.
- Removes and stacks cocoa cakes from cocoa press machine, and transports them to storage area.
- Positions filled mold pans on belt conveyor moving through cooling tunnel.
- Feeds chocolate sheets into shaker and hammer mill that break sheets into bits.

➤ **COMPANY** : **CHAPPU BAHRAIN WILL**  
Position : Office Boy  
Duration : 01 Year  
Location : Bahrain

**Duties & Responsibilities:**

- Monitoring the use of equipment and supplies within the office
- Maintain cleanliness of office equipment and furniture
- Monitoring the external cleaners.
- Making and serving tea and coffee to guests and managers
- Prepare stationary for all shops and the head office
- Filing documents as per the department requirement
- Collecting and distributing couriers or parcels among employees and opening and sorting emails.
- Delivering facsimiles and transmitting them

➤ **COMPANY** : **CHAPPU BAHRAIN WILL**  
Position : Assistant Storekeeper  
Duration : 01 Year  
Location : Bahrain

**Duties & Responsibilities:**

- Check inventory records for accuracy
- Compile reports on various aspects of changes in production or inventory
- Keep records of items shipped, received, or transferred to another location
- Find, sort, or move goods between different parts of the business
- Ability to maintain work schedules and uphold work standards
- Knowledge of standard practices, procedures, and equipment used in the receipt, storage,
- Requisitioning and disbursement of supplies and materials
- Knowledge of training and supervising techniques and employee policies and procedures.

**Personal Details:**

❖ Name : RAJU CHILUKA  
❖ Nationality : Indian  
❖ Date of Birth : 16/05/1978  
❖ Religion : Hindu  
❖ Marital Status : Married  
❖ Gender : Male

**Passport Details:**

❖ Passport No : N3099069  
❖ Date of Issue : 16/09/2015  
❖ Date of Expire : 15/09/2025  
❖ Place of Issue : Hyderabad-India  
❖ Visa Status : Employment Visa (Cancelled)

**Declaration:**

I hereby certify that the above information are true and correct according to the best of my knowledge & My Experience

**RAJU CHILUKA**