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| ONAT ship16 part2.jpg |  | **MOHAMMAD.LATHEEF** E-mail: latheefmd2008@gmail.com Career objective:* To excel in all endeavors through hard work and dedication.
* To work in a stimulating environment and strive uphold the standards of the organization.
* To develop my career and strive to achieve success for the organization, thus improving and learn at every opportunity presented and carry out duty with respect.
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| Contact**Name**: : **MD. LATHEEF**Contact : +965-65122153 Fathers Name : Md. AjumodhinReligion : Muslim Marital Status : MarriedGender : MaleLanguage Known: Hindi, Arabic, English, & Telugu   **PASSPORT DETAILS**Passport No : M1144555Place of Issue : HyderabadDate of Issue : 19/08/2014Date of Expiry : 18/08/2024Nationality : INDIANVisa Article : 18 (Transferable) |  | WORK EXPERIENCE :Senior Sales associate(B3): 26th MAY 2019 to 21st September 2022. MAX Fashion (**LANDMARK GROUP)**: Kids Department Responsibilities: * Greeted customers in a timely fashion while quickly determining their needs.
* Responded to customer questions and requests in a prompt and efficient manner.
* Assisted customers in selecting items based on needs.
* Suggested accessories and complementary purchases.
* Prepared merchandise for sales floor.
* Responsible for the day to day running of the store, including sales, inventory movements, in-store visual merchandising and promotions, etc.
* Always kept work areas clean and neat.
* Worked collaboratively in team environment.
* Experience as retail cashier to handle cash, credit, or check transactions with customers

**AWARDS & ACHIVEMENTS:*** Received twice “**STAR** **OF THE MONTH”** for best exemplying the values of the company and positively impacting the business
* Received APPRECIATION certificate for achieve the highest “**TEAM COINS**” In Max RAMADAN 2021
* Received twice “**LEAD WITH INTEGRITY”** award for their commitment to Landmark Values

Receiving Incharge :11-NOV-2015 to 20-May-2019 CITY CENTRE COMMERCIAL CO: Kuwait (amghara)* Receives all merchandise, including verification of merchandise against receiving documents, performing counts and inspecting for damage.
* Organize the delivery schedule as per the based-on stock level details.
* Preparation of GRN for material received.
* Completes all the necessary paperwork and maintains daily trackers.
* Update inventory record and preparation of lists for goods to be ordered.
* Scheduling the stock on monthly basis at warehouse after confirmation from Finance Manager.
* Keeps management informed on all pertinent information related to the warehouse stocks and reports any irregularities or unwanted issues.
* Performs all other job related as requested.
* Maintaining stockroom and merchandise in the planned manner.
* Maintains housekeeping and orderly work areas
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# Receiving ASST:12thAUG2014 to11thOCT 2015

# **MORE HYPER MARKET (ABRL)**: Hyderabad, India

* Receiving, checking and safely unloading merchandise from delivery by trucks from the suppliers.
* Co-ordination with buyers, WH, Operations & Commercial with regard to smooth flow of stocks.
* Give alert on expiry date and damage stocks thru using system help to Regional and Operation head.
* Ensuring damages are declared, Claimed, Scrapped and nullified from system on monthly basis.
* Maintained a clean, neat, and orderly work area and assisted in maintaining the security and safety of the store.

## EDUCATION:

* **MBA** from **Sri Indu College of Engineering Technology at** SheriGuda, Rangareddy Dist – (JULY 2014).
* **Degree B. Com (GEN)** from **Karimala Sai Degree College at** Laxetpet, Adilabad. (JULY-2011)
* **Intermediated** from **Harsha Jr. College** at Velgatoor**, Karimnagar**. (APRIL-2008)
* **SSC** from **Z.P.H.S High School** at Kothapet, Karimnagar.(MAY-2006)

**COMPUTER SKILLS:**

* MS Office.
* E mail & Internet.
* Oracle vison.

 **DECLARATION:**

* I hereby declare that the above information is true to the best of my knowledge.
* Place: KUWAIT

(**MD LATHEEF)**