



Akshay.A.R

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PROFILE SYNOPSIS

B.Com with Hotel Management Graduate seeking a challenging career that utilizes my skills in my area of competence and enriches my knowledge, and gives me a chance to be part of a team that contributes towards the growth of the organization, thereby yielding the twin benefits of job satisfaction and convenient professional growth.

STRENGTHS

- o Dedication to the work
- o Decision making ability
- o Excellent analytical & problem solving
- o Strong willingness to learn new skills
- o Initiative in taking responsibilities.
- o Good communication skill

EDUCATIONAL QUALIFICATION

- **B.Com with Hotel Management**—Sreenarayana College Sivagiri Varkala, Thiruvananthapuram Kerala -- Kerala University (result awaiting)
- Higher Secondary Certificate From S.N.V.Govt Higher secondary school, Kadakkavoor, Thiruvananthapuram Kerala
- Secondary School Certificate From Sacred Heart Convent School, Anjengo, Thiruvananthapuram Kerala
- Professional Diploma In **Shipping and Logistics**
- Diploma In **Computer Application**
- Diploma in **TALLY ERP 9**

➤ **Senior Logistics Executive** (January 2021 to October 2021)

Parimal Associates, Ernakulum, Kerala

- Stock Auditing
- Stock inter branch transfers
- Preparing stock valuation reports
- Preparing Fast moving and Slow moving items reports
- Preparation of purchase order

➤ **Logistics Executive** (April 2019 to December 2020)

DNA Garments, Trivandrum, Kerala

- Formulate strategies for minimizing an organization's logistical costs along the supply chain.
- Stock updation
- Inward and Outward reports
- Daily sales entry
- Coordinating and monitoring supply chain operations
- Delivery Report
- Cultivating and maintaining positive business relationships with suppliers, customers and providers of trucking, shipping and other transportation services.

➤ **Warehouse Executive** (September 2018 -March 2019)

Trivandrum Air Cargo Terminal – KSIE (Kerala State Industrial Enterprises)

- Receipt of Cargo
- Warehousing and Storage
- Examination Procedures
- Release of Cargo

IT SKILLS

- Tally ERP 9
- MS Word
- MS Excel
- MS Powerpoint
- Basic computer knowledge

PERSONAL DETAILS

Nationality : Indian
Date of Birth : 13-06-1996
Marital Status : Single
Languages : English, Hindi, Malayalam & Tamil
E mail : akshayar195@gmail.com
Contact number : +971 52 217 4868
Address : Nasser Lootah Building,
Next to D'nata, Port Saeed
Dubai, Pb no 36800
Passport Number : M5294927
Visa Details : Visit Visa (Till 30-01-2022)

Place : Dubai
Date :

Name
Akshay. A.R

