

CURRICULUM VITAE -: VISHAK VIJAY K S



ADDRESS:-
Kerala, India.

TELEPHONE:-
0527482948

E-MAIL:-
vishakvijay444@gmail.com

DATE OF BIRTH: -
07-May-1995

NATIONALITY: -
Indian

MARITAL STATUS: -
Single

LANGUAGES: -
English
Hindi
Tamil
Malayalam

PASSPORT No: -
P5139917

ISSUE DATE: - 02-MAR-2017
EXPIRY DATE:-01-MAR-2027

Hobbies: Reading,Music,
Cricket,Games,
Writing

SUMMARY

- Result oriented warehouse assistant experience, familiar with all of warehouse work, Flexible schedule and available for all shifts.
- Excellent knowledge of Inventory Control principles and cycle counting process
- Working knowledge of SAP and ERP systems
- Ability to work under extreme stress and pressure & ability to handle multiple tasks
- Excellent ability to perform other duties such as filing, typing, faxing and answering phone
- Experienced in customer service and handling

EDUCATION

- PMKK , India (Logistics)
- Nattakam Government Polytechnic College, India (Interior Design)
- SN English Medium Higher Secondary School, India (12th Class)
- G.H.S.S. Oachira (SSLC State Board Of Kerala)

PROFESSIONAL EXPERIENCE

INVENTORY CLERK (LOGISTICS DEPARTMENT) DEC 2020 TO PRESENT AMAZON COMPANY (BANGALORE)

- Loaded trucks picked and packed customer orders.Used an order picker to pick orders
- Receive products using radio frequency scanners, pick customer orders on a multi-level mezzanine, and pack/ ship customer orders

IT SKILLS: -

MS office, MS excel, MS power point, Basic fundamental, Outlook, E-mails, Clerical activities

CORE SKILLS: -

Teamwork Skills, Quick learner, Customer Service Skills, Problem Solving Interpersonal Skills, Safe driving, Stock Handling, hard worker

- Pack and ship customer orders, receive product and troubleshoot problems to resolution
- Counts store inventory for official store records and maintains logs of all products and supplies
- Checks actual store inventory against computerized records and files all delivery and inventory receipts
- Worked in various positions within the warehouse environment
- Crab Pot Job title: Server Customer service Connected with customers to deliver better customer service
- Uses inventory software to keep track of orders, returns, and supply
- Hands on experience in handling customers by identifying their needs and providing outmost services
- Assisting Admin on day to day works like Filing, scanning, printing and works assigned on day to day basi

LICENSES & CERTIFICATION

- Holding certification of Logistics Management