

DINESH KANNA
STORE INCHARGE CUM ACCOUNTANT

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Location: Dubai, United Arab Emirates.

Summary

Enthusiastic Storekeeper cum Accountant with 12 + years of experience in international shipping and receiving of goods. Proven skill leading successful warehouse teams and complete process documentation. Reliable and motivational in managerial positions.

Skills

- Ability to Problem Solve & utilize Critical Thinking Skills
- Extremely Hardworking, Flexible, Dependable & Punctual
- Excellent Team Player & Leader with great Adaptability skills
- Outstanding Interpersonal, Communication & Computer skills
- Exceptional capacity to Multitask, Prioritize and work well under Pressure.
- Detailed, Compassionate, Professional, Safe, & Energetic
- Delivers outstanding Customer-Centered Care & Service
- Excellent Time Management and Listening skills
- Store leadership

Education

University of State, City, State — BCA with 1st Class Honors.

Professional Experience

- Storekeeper cum Accountant, **Boldborne Solar system LLC**, Dubai, UAE (2020 – Present)
- Warehouse In-charge, **Zain Hyper-Market LLC**, Sharjah, UAE (2018 – 2020)
- Warehouse In-Charge, **DB SCHENKER LOGISTICS**, Malaysia (2017 – 2018)
- Manager-Spare Parts, **TAFE TATA Showroom/Service Center** (2016 - 2017)
- Asst. Manager-Spare Parts & Accessories, **Bannari Amman RENAULT Showroom/Service Center** (2014 - 2016)
- Spare Parts & Accessories In-Charge, **VST TATA Motors**, Chennai - Showroom/Service Center (2013 - 2014)
- Spare Parts Assistant, **Harsha TOYOTA**, Chennai - Showroom/Service Center (2009 - 2013)
- Logistics In-Charge, **Foxconn Pvt. Ltd.** Chennai (2007 – 2009)

Roles & Responsibility

- Responsible for receiving goods from suppliers, inspecting its conformity with ordered quality and quantity, checking Pack and unpack items to be stocked on shelves in stockrooms, warehouses, or storage yards.
- Receive and count stock items, and record data manually or using computer.
- Store items in an orderly and accessible manner in warehouses, supply rooms, or other areas.
- Drive truck in order to pick up incoming stock or to deliver parts to designated locations.
- Mark stock items using identification tags, stamps, electric marking tools, or other labeling equipment.
- Issue or distribute materials, products, parts, and supplies to coworkers, based on information from incoming requisitions.
- Purchase new or additional stock or prepare documents that provide for such purchases.
- Keep records on the use and/or damage of stock or stock handling equipment.
- Examine and inspect stock items for wear or defects, reporting any damage.

Perosnal Details

Name: Dinesh Kanna

Date of Birth: 31/08/1987

Nationality: Indian

Marital Status: Single

Visa Status: Visit Visa

Languages: English, Malayalam, Tamil, Telugu, Hindi

Passport No: U0596115

Declaration:

I hereby declare that the above said details are as per my knowledge and ability and if I am being
Given the opportunity, I would do my best to prove my loyalty to the profession in your establishment.

Date : **Signature**

Place: **Dinesh Kanna**