

# **CURRICULUM VITAE**

**MOHAMED YOUSHUF. R**

**Dubai, UAE.**

**Contact No. : +971-052-2707290**

**Email ID : [mohamedyoushuf1991@gmail.com](mailto:mohamedyoushuf1991@gmail.com)**



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## **Objective:**

As a trustworthy person seeking career growth and providing quality assurance in work and to achieve a reputed and responsible management position in the corporate sector.

## **Essential Skills:**

- ✓ Good Leadership skill and Good communication skill.
- ✓ Keeping log details and planning log details in store and sales department.
- ✓ Very confident communication to customers and suppliers.
- ✓ Achieving given target as a motive to improve my career.
- ✓ Maintaining all necessary Documents, Logs and Cash Handling.
- ✓ Vast Experience in Store keeping and maintaining goods details up to date.
- ✓ Maintaining Punctuality on work and also in Cash Handling, Work Documents.
- ✓ Maintaining and cleaning workspace on daily basis as a habit.

## **Software Skills:**

- ✓ MS Office
- ✓ Windows Operation's
- ✓ Typing skills

## **Work Experience:**

### **Vision Auto Spare Parts Trading LLC. Sharjah - UAE**

**Job Title: Indoor Sales Cum Procurement**

**Period : April 2019 to April 2021**

### **Al Divya Supermarket.Umm Al Quwain**

**Job Title: Mechandiser Cum Cashier.**

**Period : June 2015 to March 2019**

### **Job Responsibilities:**

- Maintaining a good relationship with product sellers and buyers.
- Following up Customers and customer related queries.
- Planning all delivery routes and allotting according to customer's urgency.
- Carry out all cheques from pre delivery and post delivery bills.
- Bringing attention of faulty or damaged goods/products to the managers.
- Building up relations with customers through regular deliveries.
- Maintaining Store Details entry and exit on daily basis.
- Keep and track record on goods export and import.

### **Academic Detail:**

- Completed **Bachelor's of Commerce at Annai College Arts & Science,Kumbakonam** (2009- 2012).
- Completed **Higher Secondary School at Govt. Banadurai Hr.Sec.School,Kumbakonam** (2009)
- Completed **Secondary School at Govt. Banadurai Hr.Sec.School,Kumbakonam** (2007)

### **Personal Details:**

**Date of Birth** : 03-12-1991  
**Passport No.** : L2562666  
**VISA type** : Visit Visa (Valid till 20 Aug 2021)  
**Father's Name** : Mr. Raj Mohamed. S  
**Sex** : Male  
**Marital Status** : Married  
**Nationality** : India  
**Languages Known** : English,Arabic,Tamil,Malayalam,Hindi.

### **Declaration:**

I hereby declare that the above information given by me is true to the best of my knowledge & Belief.

**Place: Dubai, UAE**

**MOHAMED YOUSUF . R**