

Curriculum Vitae

Personal Information

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Professional Summary

Warehouse Keeper with over 10 years of experience in inventory management, raw materials and packaging control, and spare parts handling. Skilled in preparing GRNs, delivery notes, and gate passes. Recognized for discipline, ability to work under pressure, and building strong professional relationships.

Key Skills

- Microsoft Office & Computer Skills
- Microsoft Dynamics
- Inventory & Warehouse Management
- Work Discipline
- Ability to Work Under Pressure
- Building Professional Relationships

Work Experience

Store Keeper – AL MAJAL AL ARABI GROUP (May 2024 – Present)

Responsibilities: Inventory management and warehouse operations.

Store Keeper – Mayar Food (Jun 2023 – Jun 2024)

Responsibilities: Warehouse management and stock control.

Store Keeper – Adwan Chemical Industries Co. Ltd., Riyadh (Mar 2018 – May 2023)

- Monitored stock and spare parts
- Controlled raw & packaging materials
- Prepared GRNs
- Prepared delivery notes and gate passes

Warehouse Keeper – Alsunbulah Co. (Oct 2013 – Jan 2016)

- Loaded finished products
- Unloaded raw materials & spare parts

Education & Courses

High School

English Language Course (4 Levels)

Warehouse Management Course

Store & Purchasing Management Course

Computer & Office Work Training Course