



FALCON®
MULTI SERVICES LTD

Falcon Multi Services Ltd

201, Creado, Juhu Chruch Road, Juhu Mumbai 400049

Personal Information

Candidate id	4973
Name	noorsad ali
Date of Birth	0082-08-10
Salary (in USD)	1500/Per Day
Industry	Oilfield Services
Sub Industry	CAD / CAM
Nationality	India
Primary Language	Hindi,
Secondary Language	English,
Total Years of Experience	12

Additional Information

Roles and Responsibilities	Additional Skills/Certification
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? Visual inspection, quantity, and quality check with department personnel. ? Identifying hazardous materials and locating them in designated safe places. ? Updating MSDS file for hazardous materials. ? Routine physical inventory counts and maintain Min-Max level of stock. ? Daily monitoring of consumables & structural material. ? Maintaining bon files and soft file folders, reports, etc. for proper & accurate records. ? Follow-up order with buyer and vendors for deliveries of Materials. ? To maintain the Customer satisfaction level up to the highest. ? Daily routine Stores work. ? Material Inventory and Monitor Stocks availability. ? Ensure proper storage of all incoming materials at the designated place with proper labeling etc. ? Responsible for putting in Material Requisitions. ? Material Receiving and GRN Posting to Company. ? Monitor Incoming / Outgoing rebar and Equipment. ? Regular monitoring and analyzing of different kinds of tools and materials ? Issue of materials and tools needed by the workers. ? Condensate loading and preparing Delivery Challan and Invoice. ? Handling Inventory systems independently using a computer program.

? Excellent Command of systems (computer), software, like excel, power point, MS word outlook with knowledge of SAP MM module. ? SAP: Do entry of goods received, issue, through TR code MIGO (domestic & inbound delivery).

Education Summary

Course	University	Passing Year	Country
intermediate	jp univercity	2006	India

Career Summary

Position	Employer	Country	From	To
storekeeper	doha petroleum co dopet	Qatar	07/2021	12/2025

[To View Contact Number, Kindly drop an email to hr6@falconmsl.com](mailto:hr6@falconmsl.com)