Personal Information

Candidate id	6801
Name	Khaleefa Kn
Date of Birth	1992-12-11
Salary (in USD)	1600/Per Month
Industry	Drilling / Rig
Sub Industry	Crew Chief
Nationality	India
Primary Language	English,
Secondary Language	Hindi,
Total Years of Experience	1

Additional Information

Roles and Responsibilities	Additional Skills/Certification

As a Storekeeper on a rig, my primary responsibility is to ensure the proper receipt, storage, and issuance of materials required for safe and uninterrupted operations. I receive materials as per approved purchase orders, verify quantity and condition, and prepare goods receipt documentation. I ensure all items are stored in designated locations with proper labeling and follow FIFO or FEFO methods to avoid wastage and expiry. I issue materials only against authorized material requisitions and maintain accurate records in inventory systems and stock registers. I regularly monitor stock levels, conduct physical stock verification, and report shortages, damages, or excess materials to the concerned departments in a timely manner. I also maintain control of tools, PPE, and returnable items. Strict adherence to rig rules and HSE policies is a key part of my role. I ensure safe storage of chemicals and flammable materials, maintain good housekeeping, keep emergency exits clear, and use appropriate PPE at all times. I follow company procedures, support audits, coordinate with rig supervisors and logistics teams, and maintain discipline, transparency, and accuracy in all store operations.	1. FedEx Import & Export Delivery Academic Certificate. 2.POSH Awareness Certificate

Education Summary

Course	University	Passing Year	Country
BBA	MG UNIVERSITY	2016	India

Career Summary

Position	Employer	Country	From	To
Store jeey	Sundrill (Action Energy)	Kuwait	01/2025	01/2026

To View Contact Number, Kindly drop an email to hr6@falconmsl.com