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| **PERSONAL DATA**  **Date of Birth**: 09 FEB 1985  **Place of Birth:** Chamarajanagar  Karnataka  INDIA    **Nationality**: Indian  **Sex** : Male  **Religion**  Muslim  **Marital Status**: Married  **Languages:** English – Fluent  Urdu & Kannada- Native  Hindi – Fluent  Also I can manage Arabic and Rus  **EDUCATION**  **BBM with computer**  **Application – Mysore University,**  **Plus Two(Commerce),**  **SSLC-Board of JSS**  **Examination-Karnataka.**  **Computer Skills**   * 1.Proficient with MS Office * 2.Other important software’s   3. Diploma in Computer Hardware  **OTHER SKILLS/ Interest**  Can work with minimum supervision and under pressure.  Driving, Listening Music  Net browsing,  **STRENGTHS**  Dedicated & prompt to the given job  Responsible, Hardworking, team Player Internally  Motivated, organized, keen to details, and fast learner.  **Character References**  As per request  **Capabilities:**  **Adapting, fast learner, creative & optimistic**  Effective verbal, return interpersonal communication skills  Good Team leader and Player  Effective decision-making and leadership skills.  A go- getter, confident person with positive outlook on profession and personal matters.  Effective communicator and leader with good team building, management & motivation skills. | OBJECTIVE : Seeking a challenging position in Technical ,Sales & Marketing that will utilize acquired experience and commitment to excellence and at the same time to be a part of a company that could further enhance my skills while working in a challenging environment and eventually contribute to the over-all well-being of the firm.  |  | | --- | | **SUMMARY OF QUALIFICATIONS:** |   Detailed & result oriented, self-starter and motivated individual, coordinate the sales and study the market dealing directly with the customer. Computer literate, excellent communication and organizational skills and is highly creative problem solver who can work under the pressure of deadlines.  CAREER PROFILE AND EXPERIENCE:  **International LLC**  **MAR 2013 TO TILL PRESENT**  **POSITION : CASHIER (Finance Dept.)**  **LOCATION : MALL OF THE EMIRATES, DUBAI**  **Responsibilities :**   * Provides customers with fast, friendly and accurately services. * Ensure good customer service and satisfaction at all times. * Operate POS cash register. * Advice customer's and provide excellent customer service * Sending and submitting weekly, monthly and annually reports * Answering phone calls, doing admin duties and responsibilities. * Calculate total payments received during a time period, and reconcile this with total sales. * Compile and maintain non-monetary reports and records. * Answered customer's question and provided information on procedure and policies. * Counted money in Cash drawers at the beginning of shifts to ensure that amount were correct and that there was adequate change. * Ensure that each customer receives outstanding service by providing a friendly environment, which includes greeting and acknowledging every customer, maintaining solid product knowledge and all other aspects of customer service. * Collecting cash from cashier’s, Checking foreign currencies & cash deposit to the bank.     **Nagar Bazaar**  **Feb 2008 to Aug 2010**  **POSITION : Shop In-charge**  **LOCATION : India – Chamarajanagar.**  **Responsibility:**   * Organizing sales and arranging time delivery for the customer requirements * Promote the sales and customer satisfaction * Collecting clients feed-backs * Preparing new plans to push the sales * Maintaining Companies goodwill by providing the best service * Making schedule payments * Follow up on after sale service with clients * Customer Problem solving & promote the Sales * Handling customer requirements and do the needful * Attend the Customer on Time and to keep the customers satisfaction * Any other tasks as assigned from time to time by any manager   **ARROW**  **Sep 2010 to Aug 2011**  **POSITION : Shop In-charge**  **LOCATION : India – Mysore.**  **Job Description & Responsibilities:**     * listening to customer requirements and presenting appropriately to make a sale; * Maintaining and developing relationships with existing customers in person and via telephone calls and emails; * Negotiating on price, costs, delivery and specifications with buyers and managers; * Recording sales and order information and sending copies to the sales office, or entering into a computer system; * making accurate, rapid cost calculations and providing customers with quotations; * Feeding future buying trends back to employers; * Leadership qualities, good communication. * Quick learner, consistent and adapts to situations well. * Focused and committed towards the assignments and responsibilities   **LEE**  **Sep 2011 to Nov 2012**  **POSITION : Shop In-charge**  **LOCATION : India – Mysore.**  **Job Description & Responsibilities:**     * listening to customer requirements and presenting appropriately to make a sale; * Maintaining and developing relationships with existing customers in person and via telephone calls and emails; * Negotiating on price, costs, delivery and specifications with buyers and managers; * Rec sales order and order information and sending copies to the sales office, or entering * Into a computer system; * making accurate, rapid cost calculations and providing customers with quotations; * Feeding future buying trends back to employers; * Leadership qualities, good communication. * Quick learner, consistent and adapts to situations well. * Focused and committed towards the assignments and responsibilities   **First Name of Application CV No:** **1673286**  Whatsapp Mobile: +971504753686  Description: New_logo.gif |