 RESUME

 Dipesh Pradhan

**Objective:**

* To contribute my education and skill in a position that will be used

to improve the organization productively of a growing and dynamic firm.

**PERSONAL SKILLS:**

* Friendly with an upbeat attitude.
* Work effectively with diverse group of people.
* Ambitious, smart and hardworking.
* Quick learner.
* Aptitude for learning new things
* Adaptable to new working environment.
* Patient and attentive listener.
* Willingness to learn.
* Excellent communication skill, pleasing personality and positive attitude.

**Summary of Qualifications**

* Exceptional planning, organizational, leading and co-coordinating.
* Ability to work independently and in a team setting, diverse groups and situations.
* Extensive knowledge of industry trends, processes, procedures, rules and regulations.
* Excellent written and verbal communication skills including presenting information to high-level organizations, and in negotiations.

**Work Experience**

**Presently working as a Sales Associate**

-To attend customers.

-To Promote all promotional items.

-Responsible for not only for one section but for a whole store.

-. Responsible for taking inventory on a weekly basis and submit report to Store Manager.

-To keep the record of incoming and outgoing product on daily basis

- Cash handling and prepare report for banking.

-Cashiering by using **Ruby Verifone Cash Register**

-To ensure that the customers are happy and satisfied with the service.

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**Education**

* Madhyamik Pariksha from Sonada higher Secondary School Sonada Darjeeling India 2010.
* Higher Secondary Exam from Sonada Higher Secondary School, Sonada Darjeeling Indai 2012
* **Computer Skills**

Microsoft Office: Microsoft Word, Microsoft Excel, Microsoft Access, Internet Explorer

**Extra-Curricular Activities**

**Sports**: Cricket, Football

**Languages**

Speak Read and Write- English, Nepali, and Hindi

**Other Capabilities/Qualities**

* **Leadership**:

Was the school Captain (Head Boy) in the school.

**Personal Details:**

Father Name: Shri Pradeep Pradhan

Age:26 (Dob: 7 July 1991)

Nationality:Indian

**Gender:**Male

**Language known:**English, Hindi, Nepali

Passport Number:

Date of issue: 27 December 2014

Date of expiry: 26 December 2024

**Marital Status***:* Single

**Visa Status**  Employment

Preferred Job Location:           UAE

Key Skills:Sales & Marketing, Operations

 References available upon request.

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| **Dipesh Pradhan – CV No 2029974**To interview this candidate, please send your company name, vacancy and salary offered details along with this or other CV Reference Numbers that you may have short listed from <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php> addressing to HR Consultant on cvcontacts@gulfjobseekers.comWe will contact the candidates to ensure their availability for your vacancy and send you our service HR Consulting Fees quotation for your approval. Whatsapp +971504753686\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |