# C:\Documents and Settings\PC-05\Desktop\javed picJAVED

# [JAVED.352105@2freemail.com](mailto:JAVED.352105@2freemail.com)

**CAREER OBJECTIVE**

* I am looking for a opportunity to work in the Retail sector where my selling abilities exceptional communication skills and experience of working in a Retail environment can be utilize to the fullest.

**WORK EXPERIENCE**

* **FEEL DOT GARMENTS*,*** New Delhi India It deals in Apparel (two year six months Experience)
* Designation : **Sales Executive**

### Job Profile

* Greeting
* Selling
* Providing different choices as par customer requirement
* Merchandiser
* Inventory
* Achieve target

### Cogent E Services Pvt Ltd It works as a Third Party Service Provider with India Mart (One Year Experience)

* Designation **: Customer Service Executive**

### Job Profile

* Handle customer quarries or complaints
* Provide timely and required services
* Calling customer to ask about experience of service provided
* Achieving par day target
* Team building activities

**EDUCATIONAL QUALIFICATION**

* B.Com. from M.J.P.R. University, Bareilly (U.P.) India in 2016.
* Intermediate. from U.P. Board in 2013.
* High School from U.P. Board in 2011.

**KEY SKILLS**

* Ability to operate all equipment necessary to perform the job.
* Ability to communicate with associates and customers.
* Quick study, with an ability to easily grasp and put into application new ideas, concepts, methods and technologies. Dedicated, innovative and self-motivated team player/builder.
* Ensure timely delivery of services to clients.
* Ensure strict adherence of sales process and internal procedures.
* Achievement of monthly, quarterly and annual sales targets.

**TECHNICAL AND ANALYTICAL SKILLS**

* Microsoft Office: Word, Power point and Excel
* Typing Capability both in English and in Hindi.

**PERSONAL DETAILS**

Date of Birth : 4 April 1993

Gender : Male

Nationality : Indian

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Marital Status : Unmarried

Religion : Muslim

Language Known : English, Hindi, Urdu

**Declaration**

I hereby declare that the information given above is true in every respect to the best of my knowledge. I shall abide and adhere to the company’s policies, rules and regulations.