|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | **Curriculum Vitae** |  |
|  |  |  |  |  |  |
|  |  |  |  |  | **Objective** |  |
|  |  |  |  |  | *Looking forward with wide practical caliber to work with a* |  |
|  |  |  |  |  | *reputed organization that gives me an opportunity where I can* |  |
|  |  |  |  |  | *prove my abilities and which provides an environment to share my* |  |
|  |  |  |  |  | *skills with others so that I will be a part of success in that* |  |
|  |  |  |  |  | organization. |  |
| **Name. JOYS**  |  |  |  |
|  |  |  |  |  |  |
|  |  | **Profile** |  |
| **email.** **Joys.373583@2freemail.com** |  | 24 Years of experience as a show room in charge including |  |
|  |  |  |  |  | customer service, Procurement, Stock control, training and safety |  |
|  |  |  |  |  | issues. |  |
|  |  |  |  |  | Enjoys challenges and effectively working as a team player |  |
|  |  | under pressure to achieve consistent results for the organization. |  |
|  |  |  |  |
|  |  |  |  |  |  |
|  |  | **Education** |  |
|  |  |  |  | **Diploma in Electrical Engineering, 1990** |  |
|  |  | **Airco Technological Institute, Kerala** |  |
|  |  | Recognized by the Government of Kerala |  |
| **Personal Details** |  | **Secondary School Leaving Certificate, 1985** |  |
| **D.O.B.** | **14/05/1969** |  |  | Department of Education Kerala State |  |
| **Nationality.** | **INDIAN** |  |  |  |
|  |  |  |  |  |
| **Marital Status.** | **Married.** |  | **Computer Skills** |  |
| **Passport Details** |  | **Electrical AutoCAD** |  |
| **Place of Issue.** | **Dubai** |  | **Peachtree Accounting** |  |
| **Date of Issue.** | **28/02/2013** |  |  |  |  |
|  |  |  |  |
| **Date of Expiry. 28/02/2013** |  | **Technical Skills** |  |
| **Visa Status** |  |  |  | **Design and estimation of DBs, MDBs (up to 3200A), Capacitor-** |  |
| **On transferable visa** |  | **Banks, Light Control Panels and all types of MCCs.** |  |
| **Languages Known** |  | **Testing and commissioning of LV.MV panels.** |  |
| **English, Hindi, Malayalam** |  |  |  |
| **Arabic (Spoken)** |  | **Knowledge of local authority system requirements.** |  |
| **Driving License** |  |  |  | **Familiar with Fire Control Panels and PLCs.** |  |
| **Valid UAE Driving License** |  |  |  |
| **Date of Expiry. 14/06/2018** |  | **Familier with documentation as per ISO standard** |  |
|  |  |  |  |  |  |  |



**Professional Experience**

**Khail Electrical Trading LLC, Ras Al Khaimah**

**Designation : Showroom In charge.**

**Duration:** **May 1993 to August 2017**

* **Day to day running of Showroom and Store**
* **Improve organizational skills**
* **Comply with company policies and procedures**
* **Responsible for achieving sales targets**
* **Responsible for procurement and stock control**
* **Delivering a high standard of customer service**
* **Motivating and training staff to achieve monthly sales targets**
* **Proper documentation for all above as per ISO 9001-2000 standards**

**References**

**References can be provided on request.**