**PERSONAL DETAILS**



Name : Amit

Date of Birth : 4, Jun, 1992

Gender : Male

Language Known : English, Arabic,Hindi and Nepali

Email : [amit.382965@2freemail.com](mailto:amit.382965@2freemail.com)

**Key Achievement**

* Good selling and up selling, customer service and relationship with the seeking a position where I can have the liberty to make the best use of my education and my experience skills in sales, customer service and relationship and seeking a career where I can develop my interpersonal skills.
* Achieve the sales target by good customer service, have exceptional communication skills, proficient in floor management, stock display and cash management and have strategic sales knowledge.
* Achieve the target of the employer to 110% in the last year and Awarded by overall performance at stores.
* Achieve the solid concept retail Fashion industry.
* Ability to work under pressure, self motivated, hard worker, sociable like a spirit of teamwork, have a sense of responsibility and punctual.

**work experience**

BMA GROUP- June 2015 to June 2017(QATAR)

Sales Associate (REDTAG)

* Highly successful at meeting daily, weekly and monthly sales goals in a 100% commission sales environment.
* Meeting with customer, develop and maintain strong customer relations, preparing Daily business report to management.
* Friendly and reliable customer service professional skilled in achieving sales target in high-end merchandise environments.
* Assist the customer for any inquiries and needs, insure the customer satisfaction and quick problem solving and excellent customer service, communication and listening skills.
* Energetic sales associate with a solid understanding of the fashion retail industry.
* Display the all option of stocks and it should be as per the **VM** standard and arranging, refilling and replenishment the stock.
* Counter related task, opening the new shift and Closing the shift, POS system, Cash management.

**Focus finance – sep 2013 to may 2015(Nepal)**

Accountant

* Keeping account of Debtors.
* Keeping account of creditors.
* Preparing salary of all employees of the company(payroll)
* Bank reconciliation statement.
* Cash flow periodic statement.(in flow-out flow=net flow)
* Trial Balance (ledgers Balance)
* Profit and loss accounts.(monthly quarterly and yearly)

**Education**

**2006 Lower Secondary Education Board**

**SLC Board**

**2009 Higher secondary Education Board**

**HSBC Board**

**2014 Universities Education Board**

**Tirbhuwan universities (BBS)**

**Computer skills**

* Microsoft word, excel, access, PowerPoint , internet browsing

**Hobbies**

I used to play cricket and read novels as well as I love learning foreign languages.