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| **SHAMNAS** |
| Email: shamnas-394121@2freemail.com**Holding valid UAE Driving License (Lightvehicle)*****Academic Profile:**** ***BCOM,*** *University of Calicut (from Uthaman College) 2006 -2009*
* ***XII*** *from Central Board of Secondary Education.*

*(KMM ENG school)2006** ***S.S.L.C*** *from Central Board of Secondary Education.*

*(KMM ENG school) 2004****BehavioralSkills:*** * *The ability to Empathize and Listen attentively has groomed me in to a compatible and level- headed team player and leader.*
* *A Pragmatic and Persistent approach has imbibed single- minded determination and focus towards every task that I undertake.*
* *An eye for Observation and a probing nature act as vital tools for keeping the ‘learning drive’ alive.*
 | **Mission Statement:** |
| I believe in expanding my capacities to create results through new pattern soft thinking. Thus, I am in pursuit of an organization that is continually expanding its capacity to create its future through generative learning.**Profession:****CASHIER/SUPERVISOR /SALES /MERCHANDISER/OFFICE ADMINISTRATOR / DOCUMENTS CLERANCE / CLERK/** |
| **AcademicProfile:** |
| * ***BCOM,*** *Univeristy of Calicut (from Uthaman College) 2010 -2013*
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| **EMPLOYMENT EXPERIANCE:** |
| * **MUSCAT- OMAN**

**Worked as Sales Executive (Jan 2017- April 2019)*** **STORE SECTION ABUDHABI, UAE (Dec 2014–Sep 2016) Worked as Supervisor**
* **ABUDHABI, UAE Worked as Salesman & Merchandiser From August 2009 to December 2012**
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| **SKILLS** |
| * Handling and interacting with agencies and management.
* Perform other related duties as required.
* Keeping and control of company documents.
* Ensure the confidentially and security of all financial and employee files.
* Receive and verify invoices and requisitions for goods.
* Processes payments by totaling purchases; processing checks, cash ,and store or other credit cards.
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* Contributes to team effort by accomplishing related results as needed.

* Expert in driving.

 **ComputerSkills**

***KeySkillsandAchievements:***

* Leadership skills
* Logical and Analytical approach to solving problems
* Ability to grasp and learn new things quickly
* Good communication skills in English and Hindi & Arabic.
* Highly organized with the ability to manage multiple tasks to meet the deadlines.

**PASSPORT DETAIL**

Place of Issue**:** Muscat

Date of Issue **:** 11/05/2018

Date of Expiry **:**10/05/2028

* Windows
* MicrosoftOffice
* Tally
* PeachtreeAccounting
* InternetBrowsing
* BasicKnowledgeinComputerHardware&Networking

# PersonalParticulars:

*Name* :**Shamnas**

*Date ofBirth* :16/11/1987

*Gender* :Male

*Place of Domicile* :Eramangalam, Kerala.

*Languages Known* :English ,Hindi, Arabic & Malayalam

*Hobbies* :Sports, Music, Driving.

*Achievements* : Playing Cricket and Football in District level Tournaments.

# Declaration

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

**Shamnas**