

**FAIZAL**

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**Career Objective:**

To excel as a successful programmer in a reputed concern by contributing to its organizational goals through continued application of professional skills and abilities.

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| **Work Experience:** |  |  |
| **Duration** | **:** | **From June 2009 to May 2011** |
| **Position** | **:** | **Store Keeper** |
| **Organization** | **:** | **Indian computer in India** |
| **Duration** | **:** | **From June 2011 to May 2014** |
| **Position** | **:** | **Cashier/ Store Keeper** |
| **Organization** | **:** | **Universal Cold Store (food stuff) in Saudi arabia** |
| **Duration** | **:** | **From June 2014 to Dec 2015** |
| **Position** | **:** | **Sales man** |
| **Organization** | **:** | **samu samu electronics** |

**Cashiering:**



Hands-on experience in accepting payments from customers and give change and receipts.



Provision the record of using for cash, credit cards, or other types of payment.



In-depth knowledge of handling returns and exchange of goods.



Thorough understanding of counting the money in register at the beginning and end of shift

**Store Keeper:**



Daily basis we have to be check on the quantity of product.



We are preparing the order sheet for buying the shortage product.



Once if we received the ordered product means will check with invoices quantity Vs physical quantity. Maybe any shortage or damages of product means will return to supplier and reduce the amount.



Monthly basis we are handling the inventory for product cont and quantity will be check.

**Customer Service**



Track the record of greeting in a polite and friendly manner.



Able to bag and wrap customer’s purchasing product.



Proven ability to answer customer’s questions and give information regarding the business procedures and policies in an exact and customer-friendly way

**Skills**



Good attention to customer.



Outstanding ability to communicate information effectively.



Actively in search of ways to assist people



Profound ability to use logic and reasoning to make out the strengths.



Excellent capability to use computers for data entering purpose.



Professional in dealing with loads of cash and petty change. Ability to stand for extended durations.



**Communication**



English, Arabic, Hindi, Tamil, Malayalam



Dedicated and careful – high level of accuracy and strong attention to detail

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| **Computer proficiency:** |  |  |
| Operating System | : | Windows XP,7,8 |
| Application software | : | MS. Office |
| Languages | : | C, C++, JAVA basics |



**Educational Qualification:**

**BCA - Bachelor of Computer Application** from RAJAGIRI DAWOOD BATCHACOLLEGE OF ARTS & SCIENCE, India – 2005 To 2008

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| **Personal Details:** |  |  |
| Year of birth | : | 1986 |
| Marital status | : | Married |
| Nationality | : | Indian |
| Place: |  | Yours Faithfully |
| Date: |  | (Faizal) |