

NIJIN PADARATH

Dubai, UAE.

Email: nijinpadarath5@gmail.com

Mob : +971503365706



Career Objective	To work efficiently and effectively, accomplishing organizational goals and take up challenging assignments that can yield the twin benefits of job satisfaction and a steady paced professional growth.
Areas of Expertise	<ul style="list-style-type: none">• Sales & Marketing• Handling Cash• Customer Service• In-store sales
Work Experience	<p>Sales Cum cashier – Vivel Patisserie, Dubai Mall, Dubai, UAE. (Since April 2019)</p> <p><u>Duties and Responsibilities:-</u></p> <ul style="list-style-type: none">➤ Ensure Opening and closing Store duties are completed daily.➤ Fill Customer orders in a complete, accurate and timely manner.➤ Inspecting Finished Products to Ensure Quality.➤ Provide excellent customer service.➤ Handling all the cash transaction of an organization.➤ Maintained records of monthly Sales.➤ Ensure honesty and error free handling of cash. <p>Sales Executive – Al wahda Supermarket, Fujaira, UAE. (March 2017 – March 2019)</p> <p><u>Duties and Responsibilities:-</u></p> <ul style="list-style-type: none">➤ Ensure that any damaged or expired products are reported and removed from shelves➤ Perform cashier duties by handling cash, credit and check payments➤ Provide customers with information on daily deals and discounts➤ Answer customers' queries regarding products and deliveries➤ Assist customers in finding their choice of items or escort them to the right shelves➤ Manage customers' refunds and returns➤ Find and clear the slow moving items. <p>Cashier - Lulu Hypermarket, Kuwait, (Jan 2014 – Dec 2016)</p> <p><u>Duties and Responsibilities:-</u></p> <ul style="list-style-type: none">➤ Receive payment by cash, Debit and credit card etc.➤ Checking daily cash accounts.➤ Guiding and solving queries of customer.➤ Providing training and assistance to new joined cashier.➤ Maintain clean and orderly checkout areas.➤ Resolve Customer Complaints.

	<ul style="list-style-type: none"> ➤ Count money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change. ➤ Effective Communication skills and proven integrity, as well as sincerity.
Work Experience	Sales Representative – Spare World Mobile Trading, Kerala, India (July 2009 – Dec 2013) <u>Duties and Responsibilities:-</u> <ul style="list-style-type: none"> ➤ Keep up to date with Products and competitors along with market Selling Price. ➤ Provide customers with information regarding product features and benefits ➤ Communicated Knowledge of all products and services to customers. ➤ Organized proper display of the cell phones in order to increase sales volume. ➤ Maintained daily call logs with detailed notes for tracking purpose. ➤ Advised customers about the new models and assisted the customer in determining which cell phone is suitable to their needs. ➤ Conducted sales of cell phones and accessories to customers.
Academic Qualification	<ul style="list-style-type: none"> ➤ Higher secondary examination passed from Board of public examination, Kerala, India. ➤ SSLC examination passed from Board of public examination, Kerala, India.
Computer Proficiency	Office applications: MS Word & MS Excel
Strengths	Being polite, Patient, having a positive attitude and Effective Customer Service Skills.
Personal Details	Date of Birth - 13-04-1990 Passport No - U 9659499 Nationality - Indian Marital Status - Married Languages known - English, Hindi, Malayalam & Arabic