



## CAREER OBJECTIVE

Looking to work in an organization that can provide a good opportunity that allow me to expand my skills and knowledge while working towards achieving the organization goals.

## CONTACT

### CURRENT ADDRESS:

Khalidiya opposite adnoc petrol pump behind lulu express mafnood Computer shop building, Abu Dhabi

### PERMENENT ADDRESS:

Kaippully house Thozhupadam (P.O) Chelakkara Thrissur Dist kerala 680586 India

PASSPORT NO: V0873127

DOB : 17/05/1998

UAE PHONE NO: +971 054 362 3907

### LINKEDIN:

<https://www.linkedin.com/in/gopi-krishnan-012a1b121>

### EMAIL:

[gopikrishnan888.gk8@gmail.com](mailto:gopikrishnan888.gk8@gmail.com)

## LANGUAGE

- English
- Hindi
- Malayalam
- Tamil

## HOBBIES

- Footbal
- I Cricket

# GOPI KRISHNAN KU

## EXPERIENCE

### MALABAR GOLD AND DIAMONDS (COCHIN)

Nov 2021 - Aug 2023

#### Customer service

Responsibilities:

- Identify and assess customers' needs to achieve satisfaction
- Keep records of customer interactions, process customer accounts and file documents
- Handle customer complaints, provide appropriate solutions and alternatives within the time limits; follow up to ensure resolution

#### Cashier

Responsibilities:

- To handle the cash transaction at the counter.
- Responsible to check the amount of money tally it with the previous days closing stock
- Responsible to using computer and debit/credit card machines
- Ensure the tally of sales with money being received

## TECHNICAL SKILLS

- Microsoft office package tools (excel, word, power point)
- Experience using Tally ERP 9
- Basic understanding of HTML, Peachtree, C, C++, MySQL

## EDUCATION

- B-Com Computer Application (pursuing)
- Diploma computer application (DCA)
- Higher secondary education (Commerce)
- Secondary school leaving certificate (SSLC)

## CERTIFICATIONS

Programming languages: Microsoft office, HTML, PHP, C, C++, MySQL, Photoshop and Illustrator.