



"Seeking a challenging and job oriented position in sales or hospitality with an esteemed organization. To become stable in one of the most progressive company where in my knowledge, skills, training and experiences will progressive company and provide opportunities for Professional Growth and Development"

Ishnu Paudel

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Dubai, UAE

Skill Highlights

- ✓ Customer care and Relations
- ✓ Cash handling and Mathematics
- ✓ Communication
- ✓ Sales & Target
- ✓ Customer Confidentiality
- ✓ Recordkeeping and Documentation
- ✓ POS / Cash Register
- ✓ Attention to detail
- ✓ Computer Skills
- ✓ Time management
- ✓ Problem Solving
- ✓ Teamwork
- ✓ Product and Store standards

Languages

English
Hindi
Nepali

Working Experience

06/2021 to 08/2023

NAIL TECHNICIAN/ SALES – STONE SALON, UAE

- ✓ Greeting customers in a polite and friendly manner.
- ✓ Provide necessary assistance to customer.
- ✓ To assist the customer in efficient manner.
- ✓ Administering manicures and pedicures and nail treatments.
- ✓ Nail extension, Nail art, Gelish Application, Acrylic.
- ✓ Cross selling's beauty therapies and products.
- ✓ Operated POS and process payments via cash, credit card, and Apple/Google Pay
- ✓ Keeping work station and tools clean and sterile.
- ✓ Monitor sales floor activities to ensure each customer receive satisfactory service and items.
- ✓ I will ensure that I work with my co-workers as a family member and we will all collectively work toward achieving our goal and our company goal.

03/2017 to 09/2020

PRABHU MONEY TRANSFER - KATHAMANDU, NEPAL

- ✓ Greeting customers in a polite and friendly manner.
- ✓ Executed customer transactions regarding cash, money orders and money exchange.
- ✓ Proficient in exchanging different country currencies.
- ✓ Establish and execute sales plan to ensure that revenue targets are met.
- ✓ Maintained friendly and professional customer interactions.
- ✓ Handle customer complaints & grievance professionally.
- ✓ Implemented AML monitoring and transferring system initial threshold setting and tuning and deploying the system.
- ✓ Recorded amounts received and prepared reports of transactions.
- ✓ Uploading of remittances files to concerned Banks.

Computer Skills

- ✓ MS Office (Word, Excel, Power point, Outlook)
- ✓ Scanning, Printing
- ✓ Email, Internet Explorer
- ✓ Adobe Photoshop, File Management

Personal Information

Full Name: Ishnu Paudel

Nationality: Nepali

Date of Birth: 06th Feb 1994

Marital Status: Married

Visa Statue: UAE Resident

Religion: Hindu

Passport Details

Passport number: 11993322

Place of Issue: Nepal

Date of Issue: 26 Nov 2020

Date of Expiry: 25 Nov 2030

Visa Details

Type: Own Visa

Expiry: 25 Sep 2025

04/2015 to 01/2017

Cashier – Papaz Bakery – Kathmandu, Nepal

- ✓ Greeting customers in a polite and friendly manner.
- ✓ Operate POS cash register, handling more than 500 transactions on average daily.
- ✓ Monitor sales floor activities to ensure each customer receive satisfactory service and items.
- ✓ Actively uses sales information to make business decisions.
- ✓ Handling cash register transactions.
- ✓ Maintaining inventories and stock.

Education

06/2016

Bachelor of Education (Bed) - Tribhuvan University, Nepal

Relevant skills

- ✓ Ambitious and able to learn quickly through experience and association of ideas.
- ✓ Strong customer service/sale experience.
- ✓ Able to work under pressure in a busy environment.
- ✓ Flexible and willing to train for different tasks.
- ✓ Confident and good team player.

Achievement

- ✓ Appreciation letter from Branch Manager of Stone Beauty Salon for my best service and outstanding performance.

DECLARATION:

In view of the above particulars, I declare that all the above information's given are true to the best of my knowledge and belief. Hoping for your favorable consideration and give me an opportunity to work under your administration. I assure you that I will perform my duties honestly to the entire satisfaction of all concerned.

Ishnu Paudel