



Shiva Giri

SUMMARY

A Highly Motivated, Enthusiastic, Optimistic person who has more than 6 years of experience as a Cashier, Marketing, Center Manager and Dealer/ Incharge/ Officer. Now seeking a long-term career as a Mid-level position in a reputed company like yours.

WORK HISTORY

DEC 2019 - PRESENT *Nesto Hypermarket LLC, Abu Dhabi, Al Ain, UAE*

CASHIER

- Greeting customers warmly and provide friendly and professional assistance throughout their shopping experience.
- Processing customer purchases accurately and efficiently using a cash register or point-of-sale (POS) system.
- Accept various payment methods, including cash, credit cards, debit cards, and mobile payments.
- Monitoring inventory levels of items at the checkout area and inform supervisors when replenishment is required.
- Maintaining confidentiality of customer information and financial transactions.
- Collaborating with colleagues to ensure efficient flow of customers at the checkout area during peak periods.

DEC 2018 - FEB 2019 *K & P Suppliers*

MARKETING

- Developed and implement comprehensive marketing strategies to increase brand awareness and market share.
- Analyzed competitor strategies and market conditions to identify opportunities and threats.
- Oversee the creation of marketing materials, including brochures, flyers, social media posts, and website content.
- Planed and executed advertising campaigns across various channels, including digital, print, and broadcast media.
- Organized and managed events, sponsorships, and public relations activities to enhance brand visibility.

FEB 2018 - SEP 2018 *Nesdo Nepal Microfinance*

CENTER MANAGER

- Implement and ensure adherence to company policies, procedures, and regulatory requirements.
- Conduct community outreach to promote the microfinance services and recruit new clients.
- Monitor loan repayments and manage collections, addressing any delinquencies promptly.
- Recruit, train, and supervise center staff, ensuring they are equipped to perform their duties effectively.
- Oversee financial transactions, including deposits, withdrawals, and reconciliations.

Language Skills

Nepali

English

Hindi

Arabic

Personal Information

Date of Birth 27 MAR 1999

Nationality Nepalese

Gender Male

Marital Status Married

Passport No 10508917

Date of Expiry 12 AUG 2027

Contact

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Abu Dhabi, UAE

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+9779826849746

JAN 2017 -

Net fresh pvt ltd

DEC 2017

DEALER/INCHARGE/ OFFICER

- Oversee daily operations within the department, ensuring efficiency and productivity.
- Managed customer interactions and ensure high levels of customer satisfaction.
- Coordinated with suppliers and vendors to manage supply chain activities.
- Assigned tasks and responsibilities, ensuring team members understand their roles.
- Prepared regular reports on department performance, including sales, inventory, and customer feedback.

EDUCATION

NOV 2017

Nepal Tara Higher Secondary School, Ranipani, Parbat

HIGH SCHOOL DIPLOMA IN MANAGEMENT

JUL 2015

Nepal Tara Higher Secondary School, Ranipani, Parbat

SCHOOL LEAVING CERTIFICATE

PROFESSIONAL SKILLS

NUMERICAL AND MATHEMATICAL SKILLS



INVENTORY MANAGEMENT AND ORGANIZATION SKILL



CASH HANDLING SKILL



PROBLEM SOLVING SKILL



ATTENTION TO DETAIL



GOOD COMMUNICATION SKILL



CUSTOMER SERVICE SKILL



STRONG ANALYTICAL AND STRATEGIC THINKING SKILLS



PRODUCT KNOWLEDGE



STRONG LEADERSHIP AND MANAGEMENT SKILLS



TECHNOLOGY PROFICIENCY



PROFICIENCY IN FINANCIAL ANALYSIS AND RISK ASSESSMENT



PERSONAL STRENGTH

- Excellent communication skills.
- Quick learner and Prioritizing task.
- Adept in Technology.
- Flexibility and Adaptability.
- Ability for problem solve.
- Enjoy working with people.

DECLARATION

"I hereby declare that all the above-mentioned information is in accordance with fact or true up to my knowledge and I bear the responsibilities for the correctness of the above-mentioned particulars." -Shiva Giri.