



# SHANIS B.A

## PROFILE

A Person seeking heights in career through continuous improvements of knowledge and skills, Is a hard worker and a quick learner. Has the ability to work on own initiative and as part of a team, Is an outgoing and friendly personality.

## OBJECTIVE

To secure a position, which demands great commitment, yet is at once challenging and flexible so as to bring forth the potential and resourcefulness out of my knowledge resulting in professional growth and meritorious service to the management.

## ACADEMIC QUALIFICATIONS

- SSLC
- HIGHER SECONDARY BOARD OF KERALA  
SECONDRY SCHOOL LEAVING CERTIFICATE
- HARDWARE & NETWORKING Course from Calicut, Kerala, India

## PROFESSIONAL EXPERTISE:

- Overall 6 plus years of Experience in Sales and Storekeeper
- Fluent in Arabic Communication
- Good Time Management Skill

## EXPERINCE

- Marketing Executive BRD group 2018 – 2020 January
- Store Keeper in REGENCY HYPER MARKET in Qatar 2017-2018
- Store Keeper in TRANSMED FOOD in Riyadh 2013-2017
- Sales Executive in PLAYSTORE MOBILE in Riyadh 2012-2013

## PERSONAL SKILL AS A SALES EXECUTIVE

- Giving a friendly and welcoming Service
- Able to accurately determine a customer's needs.
- Knowledge of health and safety issues.
- Operating tills accurately and efficiently.
- Meeting high standards of display and visual merchandising.
- Spotting sales opportunities and then taking advantage of them
- Knowledge of retailing laws and regulations
- How to deal with customer complaints.



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Date of Birth: 26-03-1990

Gender Male

Nationality: Indian

Religion Muslim

Marital Status: Married

Passport No: K1523696

- Giving information about the features, quality availability of products
- Guarding against shoplifting.
- Handling cash and credit card payments
- Arranging orders and deliveries.

#### **LANGUAGES KNOWN:**

- English, Malayalam, Arabic and Hindi

#### **PERSONAL SKILLS AS A STORE KEEPER**

Maintained store facilities to ensure smooth functioning.  
Made arrangement and placed orders for new stock and suppliers.

Responsible for upkeep of various appropriate records for material received.

Ware house Co-ordination

Issued suppliers as per the demand of the client and maintained records of payments.

Monitored the functioning of store equipment and reported problems and failures to the supervisor

#### **STRENGTH AND ATTRIBUTES**

- Hardworking, quick at learning, sincerely dedicated to my job assignments, quickly adopt to the work culture of organization and always Endeavour to perform my best and to the maximum of my capacity.
- Good work experience in MS office
- Good work experience in Photoshop
- Good work experience in Computer servicing

#### **HOBBIES AND INTERESTS**

- Listening music
- Travelling
- Reading

### **DECLARATION**

I hereby declare that the above mentioned statement is correct and true to the best of my knowledge and belief.

Place: Calicut, Kerala, India

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