



# JOSEPH P. B.

## CONTACT

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VISA Status : Visit Visa  
Visit Validity : until 25-02-2022

## PERSONAL DETAILS

Full Name : JOSEPH PB  
Date of Birth : 13/03/1996  
Age : 25 Years  
Gender : Male  
Nationality : Indian  
Language : English, Kannada,  
Malayalam, Tamil

## SKILLS

- Good in interpersonal and communication skills.
- Very good Team member.
- Ability to provide a vision and trust to the Organization.
- Hardworking and ability to work under pressure.
- Completing the task in the specified time frame
- Able to adapt quickly to challenge and changing environment.
- Good in computer and MS Office, Tally.

## PROFILE

To Secure more responsible position in an Organization to fully utilize my Qualification, training and skills, while making a significant contribution to the success and growth of the Organization.

## EDUCATION

- I. Bachelor of Commerce (B. Com) 2014-2017**  
Mangalore University, Mangalore,  
Karnataka, India
- II. Higher Secondary School Education (2012-2014)**  
Department of Pre-University Education. Karnataka
- III. Secondary School Education (Completed 2012)**  
Karnataka Secondary Examination Board.

## CERTIFICATION

**DCA & TALLY (6 Months)**  
Vimukti Computer Training Center, Karnataka

## PROFESSIONAL HISTORY

- I. Ann Silks, (March-2017 to May-2019)**  
Belthangady, Karnataka  
Worked as a Cashier in retail clothe showroom
- II. Cinepolis India Pvt. Ltd. (Sep 2019 to Aug 2020)**  
Binnyapete, Bangalore, Karnataka  
Worked as a Cashier in multiplex theater

## JOB DESCRIPTIONS

- Collecting of payments via cash, credit card, debit card, coupons.
- Petty cash management.
- Coordination with bank for cash deposit.
- Closing cash and recovery of shortages.
- Managing other cash related activities.
- Maintaining of files and bills.
- Product billing and return related works.

## DECLARATION

I hereby declare that the above Information are true and correct to the best of my knowledge and belief.

Date:  
Place: Al Khail, Dubai

Yours Faithfully  
JOSEPH PB