



NOBLE SUNIL

Dubai, United Arab Emirates
Cell: 052-5548317
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PROFESSIONAL SUMMARY

Experienced sales professional highly effective at meeting and exceeding sales quotas on consistent basis. Stay up-to-date on latest market trends and product changes. Seeking to build upon generous years' experience in challenging new position. Reliable Sales Associate with strengths in inventory management, training, and customer service. Friendly, knowledgeable and hard-working team player.

AREAS OF EXPERTISE

- Sales expertise
- Accurate money handling
- Documentation Familiarity
- Active listening
- Microsoft Office Expert
- Enthusiasm
- Multi-tasking & Problem Solving
- Deadline compliance
- Initiative and correspondence
- Inventory management
- Verbal/written communication
- Team player mentality
- Outgoing personality
- Time management ability
- Punctuality
- Conflict resolution skills
- Customer handling skills

CORE STRENGTHS

- Flexible and Adaptable
- Understand and learn quickly
- Helpful Attitude
- Able to accept and face challenges
- Commitment to completion of tasks undertaken
- Self-starter
- Work well under pressure
- Result Oriented and Goal Driven
- Cope well with emergency situations
- Reliable and promising result

WORK EXPERIENCE

Senior Fashion Consultant

TED BAKER LONDON
(AL-FUTTAIM GROUP) Dubai, UAE.

02/2018 to 06/2020

- Maintain constant presence on the floor to address customer needs.
- Providing luxury personalization service, total looks and measurement to the customers.
- Provided accurate product information.
- Rectifying alteration on garments as per customer needs.
- Enhanced product knowledge utilizing limited resources.
- Trendy fashion advice and recommendation to individual's customers.
- Help them choose outfits for a variety of occasions.
- Recommend appropriate & flattering items direct to customer for selection
- giving luxury home shopping experience.
- 100% customer satisfaction.
- Following up with them latter to maintain the preference of brand loyalty & delighted experience throughout the shopping.
- Recording personal information to keep them update on new arrival and promotions.

ALDO (APPAREL GROUP)

Sales Associate

12/2015 to 12/2017

- Proactively acknowledged, greeted and assisted customers in the store.
- Offered customers with exemplary and timely service.
- Provided accurate product information.
- Recommended alternative purchase choices.
- Enhanced product knowledge utilizing limited resources.
- Merchandised, stocked and replenished the selling floor constantly.
- Maintained working knowledge of store's policies and procedures.
- Organized and cleaned store during downtime.
- Handled cash, checks, and credit card transactions.
- Addressed loss prevention issues immediately.
- 100% customer satisfaction.
- Work with other store associates to achieve a high "Matinee Review" score through excellent customer service, product knowledge and follow through.
- Knowledge about the new designs and material of foot wear.
- Introducing new promotions and flat sales.

CKS ELECTRONICS KARACHI

Accountant

06/2012 to 08/2015

- Update Debit, Credit entries in the software & manually on daily basis. Daily sales cash & petty cash handling.
- Invigilation and coordinating with Supplier & retailer's when they are absent and also when the task couldn't complete.
- Maintaining Monthly Staff Salaries.
- Issues Draft Order's to our international supplier's.
- Organizing of stock on weekly & monthly basis.
- Address all inquiries regarding the delivery of items to consumer & follow-up after item is delivered.
- Maintain the parties accounts on software either Receivable or Payable.
- Make calls for payment to parties.
- Inquiring Banks after the payments received.
- Help Auditors when auditing.
- Making different arrangements through Tele-communication. Keeping record on excel.
- Writing letter on Microsoft Word.

PIZZA HUT RESTAURANT

Cashier

12/2010 to 12/2011

- Issuing receipts, refunds, credits, or change due to customers.
- Maintain Cash counter with a proper float, coldring Freezer's with Fifo & Lifo, Ketchup, disposable glasses, & napkin.
- Maintain clean and orderly checkout areas.
- Resolving customer complaints.
- Keeping balance sheets of amounts and number of transactions.
- Stocking shelves and marking prices on shelves and items.
- Assisting customers in locating specific items.
- Maintaining sufficient amounts of change in cash drawer.
- Maintain float & Issue float to delivery boy's.
- Give backup if any staff missing during operation.
- Cash the pending order of delivery boys.
- Processing payments.
- Recording purchased items.
- Deposit cash to bank.

EDUCATION

BACHELOR IN COMMERCE University of Karachi	2015
INTERMEDIATE IN COMMERCE Government College of Commerce & Economics	2012
MATRICULATION IN GENERAL GROUP St. Patrick's High School	2010

LANGUAGES

- English (Speaking, Reading, Writing, Listening)
- Punjabi (Speaking, Reading, Writing, Listening)
- Urdu (Speaking, Reading, Writing, Listening)
- Hindi (Speaking, Reading, Writing, Listening)

PERSONAL INFORMATION

- Father's Name: Daniel Rafiq
- Date of Birth: 11-06-1993
- Nationality: Pakistan
- Passport #: AF5708141
- CNIC# 42501-6483814-3
- Emirates ID: 784-1993-8539587-8
- Religion: Christian
- Visa status: Visit

REFERENCES

Relevant and authentic reference can be furnished as and when required.

DECLARATION

I hereby certify that the above information is true of the best of my knowledge and belief.

