



ABDUL NOOR KU

Contact Details

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Current Address: International city,
morocco cluster, building no - G-01, UAE

Linguistic Proficiency

- Malayalam - Read, Write, Speak
- English - Read, Write, and speak
- Hindi - read,write
- speak Arabic - Read, Write,
- Tamil - Speak Only

Computer Proficiency

- MS Word, MS Excel, PowerPoint
- Mail / Internet Knowledge English
- Typing
- Social Media Managing
- Networking
- Programming Language

Personal Details

- Gender - Male
- Date Of Birth - 25/03/1996
- Passport Number – P9139956
- Nationality – Indian

Career Objectives

To be a part of an enthusiastic work environment, where I can enhance my knowledge and apply my skills and abilities to accomplish organizational goals.

Work Experience

SALES REPRESENTATIVE 2022-Present

Lap Tech Solutions Kerala

Stocking and replenishing merchandise according to store merchandising layouts.

Clearing and organizing the store, Including the checkout desk and displays.

Sharing best practices for sales and customer service with other team members to help

Improve the stores efficiency

Educated customers about the brand to Indte excitement about the companys mission and values

GATE CLERK/TALLY CLERK - 2 Years

NK agency's INDIA

Execute tally clerical functions to the accounts and sales departments.

Tally and reconcile bank deposits and bank payments with books and bank records.

Verify and tally payments received from customers.

Greet and direct all customers and drivers upon entrance to the terminal

Track truck details and inspections in handheld scanning device.

Enter truck information into computer system

Approaching all encounters with employees, customers and vendors in a friendly, service-oriented manner

STORE KEEPER - 6 Months

First Security Group LLC, UAE

Unloaded materials from trucks by hand or with motorized equipment

Maintain product inventory

Assign them daily task

Complete prisoner evaluations and disciplinary reports

SALES AND MARKETING -1YEAR

BSOFT Pvt Ltd

Perfomed detailed market reserch analysed current trends and identified new business growth opportunities.

Worked on the development of new marketing planssales techniques and business strategies in order to maximise profits and minimise expenses

Collaborated with the marketing and sales managers and perfomed various clerical duties as required

Academic Qualification

- **BSC COMPUTER SCIENCE**
Madurai Kamaraj University
- **Diploma in Fiber Optics Technology**
- **Plus Two**
(Board of Kerala Higher Secondary)
- **SSLC**
(State Board of Kerala)