

Curriculum Vitae



NAME : AKWAL KHAN
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PROFILE

A Suitable position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience a place where an encourage and permitted to be an active participant as well vital contribute on development of the company.

FIELD OF EXPERIENCE

- Dealing with people
- Financial dealing
- Waiter / Sale's

WORK EXPERIENCE

- 03 years Sales Assistant and Cashier in shop Al Golden Mountain company in dragon mart Dubai UAE.
- 1 year Cashier has been worked with good knowledge and experience Vishal Mega mart company in Punjab India.

DUTIES

- Selling Coffee and Grocery's Items etc. Achieve the daily and monthly sales targets by ensuring
- complete and proper coverage of the allocated area; ensure that all outlets are visited in the correct sequence, follow the planned call in each outlet and make sure that they are well stocked with all our brands and packages
- Determine the number of cases required for next day's first loading and order the load accordingly.
- Submit a daily activity report to the Supervisor detailing the competitors' activities; complete the route cards, invoices, settlement sheets as well as any other required documents.
- Ensure that shortages, outstanding and collections are settled with the Accounts Department and that cash sales are deposited with the Cashier at the end of the day .

EDUCATION

- Intermediate
- 6 Months Computer course

SKILLS

- Managing Skills
- Communication Skills
- Managing Work Proven
- Problem solving ability
- Time management
- Creative Thinking
- Knowledge of Accounts

PERSONAL INFORMATION

Date of Birth : 30/06/2000
Gender : Male
Nationality : India
Religion : Muslim
Marital Status : Single
Language Known : English, Urdu, Punjabi,
Visa Status : Visit transit visa

DECLARATION

Hereby, I kindly declared that the above-mentioned details are all true in the best of my knowledge and