



# Abhijith Narayanan

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## Experience

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- Grandiose Supermarket LLC** December 2022 - Present  
Section in charge - F & V
  - Handled customer inquiries and resolved complaints efficiently.
  - Promoted sales and special offers, upselling products to meet sales targets.
  - Monitored inventory levels, conducted stock counts, and reported discrepancies.
  - Maintained a clean and organized sales floor, restocking merchandise as needed.
  - Place order after analysing the sales pattern.
- Géant Hypermarket** February 2022 - November 2022  
Supervisor - F & V
  - Lead the team and provide directions to the teammates for the achievement of the organizational goals.
  - Assessing and reporting wastage.
  - Receive the order and inspect the quality of the items.
  - Assist customers by providing information and resolving their complaints.
  - Placing orders as per the requirements.
  - Perform controlling to reduce wastage.
- Barakat Fruits and Vegetables Co. (LLC) - Dubai** June 2018 - February 2022  
Merchandiser
  - Worked as a team leader and coordinate and supervise in order to provide better service to the customers.
  - Received and inspect the quality of the ordered items.
  - Placed order as per requirements of the particular market.
  - Consistently exceeded monthly sales targets, recognized as "Employee of the month" two times
- Poabs Rock Mines Product Pvt. Ltd - Karnataka** March 2016 - March 2018  
Office Assistant
  - Collect and deposit money into bank accounts, disburse funds from cash accounts to pay bills or invoices.
  - Keep records of cash collections and disbursements, and ensure accounts are balanced.
  - Maintain scheduling and event calendars.
- M K Motors TATA - Kerala** August 2015 - February 2016  
Sales executive
  - Assist customers by providing information and resolving their complaints.
  - Answer customers' questions, and provide information on procedures or policies.
  - Offer customers carry-out service at the completion of transactions.

## Education

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- Manonmaniam Sundaranar University** 2021  
Bachelor of Computer Application
- Government Polytechnic College** 2013  
Diploma in Electronics (3 years)
- St. Thomas Higher Secondary School** 2010  
Higher Secondary
- St. Thomas Higher Secondary School** 2008  
Secondary Education

## **Computer Knowledge**

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- MS office
- Hardware
- Networking
- Dynamics NAV

## **Projects**

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- Safety measures used in an oil tanker via electrical circuit

## **Achievements & Awards**

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- Cisco Certified Network Association (CCNA)- Routing and Switching international certification
- Cisco Certified Network Professional (CCNP)

## **Industrial Visit**

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- Visited Regional Telecom Training Center BSNL and received training on optical fiber cable and splicing techniques used in optical fiber

## **Languages**

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- English
- Hindi
- Malayalam
- Tamil

## **Skills**

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- Customer Service: Excellent interpersonal skills and ability to build rapport with customers.
- Communication: Strong verbal and written communication skills.
- Product Knowledge: Deep understanding of the products being sold.
- Technical Skills: Familiar with point of sale (POS) systems and inventory management software.
- Teamwork: Ability to work collaboratively in a team environment.