



**AL THAF SHAJI**



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althafshaji708@gmail.com



karama dubai



## PERSONAL DETAILS

Date of Birth : 12/06/1999

Marital Status : Single

Nationality : Indian

Gender : Male

Passport No : V2734892

Permanent Add ress : Thanimoottil H,

Moonukallu, pathanamthitta kerala  
india

## COMPUTE R PROFICIENCY

oOffice 365

o Photoshop

o HTML

oMS Word, Excel

## LICENSE DETAILS

- KSA VA LID LIGHT

TRANSPORT  
VEHICL E

- No : 2528032036

Heavy license by india

No No:KL6220200005553



## LANGUAGES

- English
- Arabic
- Hindi
- Malayalam

## CAREER ABRIDGEMENT

To make a position for myself in the competitive corporate worldand  
contribute to achieving the goals on both professional and personal level.

## EXPERIENCE

### 1. Junior Associate

- 6 Months at Reliance Trends as Junior Associate.

- Checking customer accounts and documents, ensuring smooth  
transactions are done smoothly. Keeping customers updated  
on issues and delays related to their orders.

### • SALES CO-ORDINATOR

- 1 Year at Al Shallal Ice as A Sales Coordinator in Saudi Arabia
- Coordinating the sales team by managing schedules, filling important  
documents, and communicating relevant Information.

### • SALES SUPERVISOR

- ☐ Worked as a Sales Supervisor in Flavoro Food.
- ☐ Reporting to HR and Senior management.
- ☐ Evaluating performance and providing feedback.
- ☐ Identifying and applying career advancement opportunities.
- ☐ Helping to resolve employee issues and disputes.

### • SALES EXECUTIVE

- 7 Months as a Sales Executive at Impact Calicut
- Making customers through direct marketing
- Managing Employs
- Demonstrating and presenting products establishing new business



## Diploma Education

- SAP
- TALLY
- DIFA



## ACADEMIC CREDENTIALS

### ➤ B.COM FINANCE & TAXATION

- -MG University, India with 72%

### PLUS TWO

- -Board of Higher Secondary Examination, Kerala, India with 82%

### SSLC

- Board of Public Examination, Kerala, India with 99%

## PERSONAL STRENGTHS

- Good interpersonal and communication skills
- Be quick to learn with strong attention to detail
- Very flexible and able to adapt quickly to a changing and fast-paced  
environment.
- Can work under pressure.
- Self-motivated

## DECLARATION

I hereby declare that the above-mentioned information is true, and I bear the  
responsibility for the correctness of the above-mentioned particulars.

**ALTHAF SHAJI**