

CONTACT

M.MOHAMED AATHIL

- 📍 Near abu baker al siddique metro station .
- ☎ 0528304213
- @ heartthiefm@gmail.com



PERSONAL DETAILS

- Date of Birth : 14.11.1994
- Marital Status : Single
- Nationality : Indian
- Religion : Muslim
- Passport : U0006190
- Gender : Male
- VISA STATUS : VIST VISA

OBJECTIVE

To be work in challenging career environment that stimulates my personal skills to achieve the professional growth set forth.

EDUCATION

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| 2015 | <ul style="list-style-type: none"><li>• <b>M.A.R Polytechnic College, Viralimalai, Pudukkottai</b><br/>Diploma In Computer Engineering</li></ul> |
| 2013 | <ul style="list-style-type: none"><li>• <b>Eden Gardens Hr Sec School</b><br/>12th</li></ul>   |

EXPERIENCE

- |                   |   |
|-------------------|---|
| 03.2016 - 03.2018 | <ul style="list-style-type: none"><li>• <b>CASHIER</b><br/>FEMINA SHOPPING MALL ( TRICHY )</li></ul>  |
| 08.2018 - 09.2021 | <ul style="list-style-type: none"><li>• <b>STOCK RECEIVING AND DATA ENTRY ( BACK OFFICE )</b><br/>FEMINA SHOPPING MALL ( TRICHY )</li></ul> |
| 11.2021 - 05.2023 | <ul style="list-style-type: none"><li>• <b>CASHIER AND MERCHANDISER ( FRONT OFFICE )</b><br/>VASANTHAM HYPER MART ( MADURAI )</li></ul>     |

SKILLS

- 1. High Self Motivation.
- 2. Team Management.
- 3. Microsoft Office.
- 4. Problem Solving and Decision Making.
- 5. System Handling.

JOB RESPONSIBILITIES

JOB RESPONSIBILITIES OF CASHIER:-

- Manage transactions with customers using cash registers
- Scan goods and ensure pricing is accurate
- Collect payments whether in cash or credit
- Issue receipts, refunds, change or tickets
- Redeem stamps and coupons
- Cross-sell products and introduce new ones
- Resolve customer complaints, guide them and provide relevant information
- Greet customers when entering or leaving the store
- Maintain clean and tidy checkout areas
- Track transactions on balance sheets and report any discrepancies
- Bag, box or gift-wrap packages
- Handle returns and exchanges

## **JOB RESPONSIBILITIES OF STOCK RECEIVER AND DATA ENTRY**

### **STOCK RECEIVER:-**

- Stock receive as delivery note with purchased order
- Then Goods received as check date whether nearing expiry r short expiry and without damage
- Expiry, nearing and damage goods return to Supplier ( purchase return )
- Delivery note write in register note

### **DATA ENTRY:-**

- Delivery note with goods using scanner entry in GA ( GOODS ACKNOWLEDGEMENT)
- Create Inventory code, price change and barcode sticker
- And check Margin price for buying, selling and spl price if buying price is high inform to Supplier change the delivery note in easy way then GRN complete it ( GOODS RECEIPT NOTE )
- Followup AFTER GRN write in register note
- Weekly promotion set spl price and slab
- Stock updation as physical and system correction it

### **JOB RESPONSIBILITIES OF MERCHANDISER:-**

- Ensure that stores, shelves or websites are stocked with the right types and quantities of products
- Display, arrange, taking signage ( price, spl price) and rotate products in store
- Maintain store shelves as FIFO and removing goods are nearing and expiry or damaged products, checking signage products wise in display and shelf
- Monitor store inventory based on sales and intake
- Work and communicate with buyers, suppliers, stores, and distributors

## **LANGUAGES**

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- 1. English.
- 2. Urdhu.
- 3. Tamil.