



Address: Dubai – UAE

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SKILLS

- Communication Skills
- Computer Skills
- Cooperative
- Customer Service
- Highly Organized
- Excellent Personality
- Highly Adaptable
- Fast learner
- Positive Attitude
- Listening
- Energy level
- Dependability
- Problem Solving

LANGUAGES KNOWN

- English
- Hindi
- Nepali
- Arabic (Basic)

EDUCATION

High School in Management
Gorkha Int'l Public Secondary
School Rabbe-14, Ghorahi, Dang

PERSONAL DETAILS

- Nationality : Nepali
- Date of Birth : 16/09/1997
- Marital Status : Single

PROFILE SUMMARY

Dedicated and results-oriented professional with 4 years of combined experience as an Assistant Store Manager and Barista. Proven track record of success in overseeing day-to-day operations, driving sales, and delivering exceptional customer service. Adept at managing teams and collaborating with cross-functional departments to achieve organizational goals.

WORK EXPERIENCE

✚ ASSISTANT STORE MANAGER (Store In charge)

*WORKING AS AN ASSISTANT STORE MANAGER IN VIVA
SUPERMARKET IN DUBAI (MAY 2020 – PRESENT)*

✚ BARISTA/ COFFEE MAKER

*HIMALAYAN JAVA COFFEE , KATHMANDU, NEPAL
MAY 2019 – DEC 2019*

JOB ROLE

- Driving retail operations by ensuring exceptional performance and excellent customer service.
- Supervised retail team training and orientation processes ensuring that they achieve the required level of product knowledge necessary to promote assigned titles.
- Ordering stock against sales trend
- Create and foster a motivational work environment, which encourages professional development, team collaboration and management for high performance. Document those for H.R records and consideration.
- Team coordination, Establish and update job descriptions for all positions within the store for the smooth running of store
- Induct new staff on floor, introduce and knowledge them about the Brand and standards. Provide them with information and train them to escalate their skill to next level. Document those for H.R records.
- Proper management of staff Rota for better flow of work.
- Making sure that all necessary formalities are done against the local law i.e. trading hours followed likewise, trade license renewed on time, etc.

DECLARATION

I hereby declare that the above details are true to the best of my knowledge and belief. I undertake to produce the appropriate documents on request.