



# A KABILAN

## Contact

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- <https://profile.indeed.co>

## Education

### MBA

Anna University  
2018 - 2020

### B.COM

Bharathidhasan University  
2015 - 2018

## UAE - Driving licence

- License No : 877881
- Issue Date : 03/02/2023
- Expiry date : 02/02/2025
- Issuing place : Sharjah / Manual

## Hard Skills

- Tally ERP9
- Type writing higher in
- English Ms word
- Excel
- Power Point

## Soft Skills

- Marketing strategy
- Product promotion
- Decision making
- Coordination

## Personal Details

- Date of birth: 20/05/1998
- Nationality. : Indian
- Visa status : visit visa
- Passport no: U4357169

## Language

- English • Hindi
- Tamil • Malayalam

## About Me

I am a good timekeeper, always willing to learn new skills. I am friendly, helpful and polite, have a good sense of humour. I am able to work independently in busy environments and also within a team setting. I am outgoing and tactful, and able to listen effectively when solving problems.

## Work Experience In - UAE

### Safari Mall - Customer service cashier cum FMCG

#### Sales 2021 - 2024

Customer service representatives answering customer questions. providing information about products/services, and assisting with easy.

Collect payments whether in cash or credit.  
Issue receipts, refunds, change or tickets  
Redeem stamps and coupons.

Enhance the Brand Visibility, Brand Awareness and Brand Activation  
Managing Loyalty programmes ensuring point updates and target achievements of programme parties.

Managing all Display Allocation proper execution and tracking returns from display.

Working and co-ordinating with sales team at all levels, guiding and supporting them for sales growth, merchandising.  
Proper Allocation and Execution of the Allotted Marketing Budget for the State, Allocation and Ensure the proper execution.

Personal Management, Report Management (PPT, Data Analysis, Pivot Reports and Excel) .

#### AREAS OF EXPERTISE

- Order Booking - Supply Reordering
- Clientele Enhancement - Delivery Scheduling
- Aftersales Service - Price Negotiations
- Deal Closing - Product Demonstration
- Telephonic Marketing - Door To Door Promotion
- Complaint Handling - Market Analysis

## Imarque solution Pvt ltd - Data Entry

#### 2018 - 2019 past

- Transfer data from paper formats into computer files or database systems using keyboards, data recorders or optical scanners.

- Type in data provided directly from customers  
Create spreadsheets with large numbers of figures without mistakes.

- Verify data by comparing it to source document.

## Record of Achievement

I helped the company increase sales by continually providing outstanding customer service