



JINSHEETH REJI

jinsheeth88@gmail.com

(+971) 566205157

604 grand post saeed Deira



OBJECTIVE

To secure a challenging position in a reputable organization to expand my learnings, knowledge, skills and responsible for career opportunity

DOB

08/08/1991

EDUCATION

Bcom

2011-2013

Dr B R Ambedkar university delhi

ADDITIONAL QUALIFICATION

Ocean Dream Marine Institute

Certificate No:204067148190267

Certificate Proficiency in

Security Training for Seafarers with designated Security Duties

Ocean Dream Marine Institute

Certificate No:204067307190237

Certificate proficiency in

Personal survival Techniques

Fire prevention and Fire Fighting

Elementary first Aid

Personal Safety and social responsibilities

CDC

CDC No : MUM394092

Date of issue: 20/08/2019

Date of expiry:19/08/2029

Indos No:19HL3296

SKILLS

MS Office, Word, Excel

LANGUAGES KNOWN

English , Hindi, Tamil, Malayalam

EXPERIENCE

Sales Executive

2023 - Current

ADCB

Working as sales executive,had experience in convincing the people and making business enlarge.

Supervisor

2021 - 2022

Saudi Ultra cleaning company

Supervises the work done by the staff and maintain a good relationship with all workers, had hand of managerial experience

System administrator

2018 - 2021

SR life care hospital

Done all the administrative activities which includes networking hardware etc

Sales Operation Executive

2016 - 2018

Mettalco steel company

Manage and optimize the sales process from lead generation to deal closure, ensure efficiency and effectiveness at each stage

Warehouse supervisor

2013 - 2016

Ispath infra Trading Co

Supervises and done day to day activities managing the whole warehouse and keeping the tracking records.

