



## VARINDER SINGH

STATUS:- VISITOR VISA

### WORK EXPERIENCE

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#### PRODUCE SUPERVISOR

ASWAAQ RETAIL L.L.C • DUBAI, U.A.E • JULY 2015 – FEB 2024

- Attending and greeting the customer and follow up the query.
- To give 100% customer satisfaction.
- Taking care of price labels and products and maintaining eye catching display
- Making sure that price labels is updated regularly and changed in monthly basis.
- Having idea's for fast moving items and suggests or creates a promotion to avoid wasting items.
- Making wastage for expired and damage items by the approval of store manager.
- Having knowledge for inventory (every month) and how to use the PDA and NAV system.
- Arranging warehouse accordingly by section wise
- Dealing with suppliers and ordering for fruit & vegetable section and categories.
- Follow up done regularly for FIFO or FEFO is been maintain
- Hard working confident ready to in shifts multi-tasking ability and team work.

### CONTACT ME

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#### Language Known

English, Hindi, Punjabi

### KEY SKILLS AND COMPETENCIES

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- Fast Learner
- Friendliness
- Customer Service
- Problem Solving
- Communication
- Monitoring Self Performance
- POS
- High-energy
- Physical Fitness

### COMPUTER SKILLS

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- MS Excel
- MS Word
- MS Navision
- SAP

#### CASHIER

ISETAN HYPERMARKET • KATONG, PARKWAY PARADE, SINGAPORE • 2013 – 2014

- Greeting customer immediately when they walked into the store.
- Creative daily/manual purchase order for local/cash invoices.
- Provide inventory report to manager and head office when required.
- Working my assigned register, handling between 100 to 200 customers during my shift.
- Answering questions from customer regarding sales and deals.
- Processing cash, check, and credit payments.
- Handling exchange and returns.

#### ASSISTANT MANGER

IHOP RESTAURANT INDIA 2010 TO 2012

- Maintained clean and orderly dining area
- Input customer order into system and delivered to table.
- Stocked counter storage area and customer table top dispensers.
- Handled light customer service issues and referred more in depth issues to management per protocol.
- Carefully prepare weekly payroll to keep up with projected revenue for the week.
- Counsel and discipline staff when necessary.
- Managed accounts payable, payable, accounts receivable, and payroll.

EDUCATION & CREDENTIALS

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**CITY AND GUILD (UK) DIPLOMA IN RETAIL, BRISTOL BUSINESS SCHOOL SINGAPORE – 2013**

**(H.S.C) 12<sup>TH</sup> FROM 2010**

**(S.S.C) 10<sup>TH</sup> FROM 2008**