

# HAMZATH



Al Rigga, Dubai

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## 📋 Objective:

To gain experience in the field of customer service and also utilize my soft skills, in order to increase productivity of organizations and individual growth.

## 🔧 Skills:

- Self-motivated and hard working.
- Ability to pick up new skills.
- Ability to prioritize and handle multiple tasks.
- Customer Service. ○ Presentation.

## 📁 Work history

**Content Writer Aug 2023 – Jan 2025**

**Brands For Less Fzco Jebel Ali, Dubai, Uae**

- Responsible for product lifecycle for E-commerce businesses, which includes managing and maintaining site catalogs and uploading product details
- Execute site updates to ensure error free and timely product launches
- Understand life cycle of products directed to the website and generating reports of items in pipeline inventory system to push through
- Upload merchandise and maintain a catalog of over 300k Skus
- Write and edit product descriptions, incorporating the brand story and including inspirational, production and material qualities and using industry standard fashion terms
- Ensure weights, dimensions, and relevant specifications are accurate at all times
- Ensure accuracy of colour and material attributes for effective filtering
- Work with Customer Service to identify and assist with experience issues

## **BUYER Feb 2025 – Present**

### **Brands For Less Fzco Jebel Ali, Dubai, Uae**

- Validate RRP for files shared by buyers/assistant buyers for offer evaluations.
- Review and assess files for accuracy and completeness as per the BFL Manifest standards.
- Align data provided by vendors to the BFL Manifest template.
- Create purchase orders in the system.
- Upload manifests.
- Collaborate with the buying team, building team, supply planning and accounts to ensure smooth coordination and communication.
- Maintain and update buying spreadsheets and records, ensuring all product details are accurate, including uploading manifests for incoming items.



### **Education:**

- **Bachelor of Commerce - Jun 2017 to Mar 2020**

Dr. MGR University, Chennai, Tamil Nadu, India.

- **Higher Secondary School Leaving Certificate – Apr 2017** NMHSS, Needamangalam, Tamil Nadu, India.



### **Professional Skills:**

- Inceff WMS
- Professional App: Tally.
- E-Office: MS Excel, MS Word.
- Oracle



### **Personal Details:**

- Date of Birth: 30 October, 1999.
- Languages Spoken: Tamil, English, Hindi
- UAE Valid Driving License
- Nationality: Indian.