



IRFAN SAIT.S

CAREER OBJECTIVE

Seeking a challenging career with a progressive organization where my academic, professional background and to make a significant contribution to work allowing me utilize skills acquired through my education and exceptional career.

WORK EXPERIENCE

SALES EXECUTIVE

RELIANCE SMART BAZAAR

Feb 2024 – Present | Varkala, Kerala

- Inform customers about discounts and special offers.
- Restock and organize merchandise on the sales floor.
- Answer customer questions and assist with requests.

INVENTORY CUM STOREKEEPER

RAK MART

Jan 2022 – Dec 2023 | Varkala, Kerala

- Keep an organised allocation of inventory placed in warehouse and store.
- Cross-verify the monthly report at the end of each month.
- Supervise other staff members and keep a record of sales.
- Rotate stock and dispose of surplus and expired quantities.
- And also I have experienced in Data Entry and Buyer field.

EDUCATION

DIPLOMA IN COMPUTERIZED FINANCIAL ACCOUNTING (DIFA)

ALHUMDH COMPUTERS

2020 – 2021 | Varkala, Kerala

B.COM COMPUTER APPLICATION (Incomplete)

UNIVERSITY OF KERALA

2018 – 2021 | Thiruvananthapuram, Kerala

CLASS 12TH – COMMERCE

GHSS PALAYAMKUNNU

2016 – 2018 | Palayamkunnu, Kerala

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SKILLS

- Communication
- Active listening
- MS Word
- MS Excel

LANGUAGES

| | |
|-----------|-------|
| English | ●●●●● |
| Malayalam | ●●●●● |
| Hindi | ●●●●● |
| Tamil | ●●●●● |

HOBBIES

- Reading books
- Listening music
- Traveling