

Curriculum Vitae



Personal Details: -

Mobile No:

+971 50 834 3776

Email:

Jishnujayadas26@gmail.com

Address:

Abu Dhabi – UAE

Personal Details: -

Father Name : Jayadas VV

Gender : Male

Date of Birth : 28-07-1998

Marital Status: Single

Religion : Hindu

Nationality : Indian

Languages Known: -

Malayalam

Hindi

English

Tamil

JISHNU JAYADAS

CAREER OBJECTIVE:

To apply my specialized knowledge and skills in a challenging position where my interest and talent can be utilized and developed. In order to benefit the company and assist my career development within the organization.

WORK EXPERIENCE

2023 to Feb 2024

Worked as store Manager in Jockey outlets - India

Duties & Responsibilities:

- Recruiting, training, supervising and appraising staff.
- Managing budgets.
- Maintaining statistical and financial records.
- Dealing with customer queries and complaints.
- Overseeing pricing and stock control.

2022 to 2023

Worked as Branch Relationship Officer (BRE) at SBI Cards Limited – India

Duties & Responsibilities:

- Resolving customer issues and concerns
- Managing relationships with customers
- Assisting clients with their banking needs
- Oversee customer relationship management system

2019 to 2022

Worked as Department Manager at Land Mark Company (MAX), India

Duties & Responsibilities:

- Developing policies and processes.
- Managing staff and providing guidance.
- Reporting to leadership.
- Managing budgets.

2017 to 2018

Worked as Customer Relationship Officer (CRO) at Reliance Trends (Reliance Retail Limited) India

Duties & Responsibilities:

- Build customer relationships
- Resolve customer issues
- Escalate customer issues
- Advise clients on creating profitable processes

Passport Details: -

Passport No : T8865381

Date of Issue : 26.08.2019

Date of Expiry : 25.08.2029

Place of Issue : Cochin

2016 to 2017

Worked as Sales Executive cum Accountant at Westside (TATA Group) India

Duties & Responsibilities:

- Set up meetings with potential clients and listen to their wishes and concerns
- Prepare and deliver appropriate presentations on products and services
- Create frequent reviews and reports with sales and financial data
- Manage all accounting transactions.
- Prepare budget forecasts.
- Publish financial statements in time.

ACADEMIC QUALIFICATION:

- SSLC
- Plus Two
- Degree (B.Com)

SOFTWARE KNOWLEDGE:

- Tally
- Oracle

ACHIEVEMENTS:

- Awarded as Best employee
- Awarded as Target Achiever
- Awarded as a Highest biller

SKILLS:

- Ability to work under pressure and arrange multiple tasks according to their priorities
- Ability to take responsibility and perseverance in work and work in advanced skills and upgrade in reaching skill in the field.
- Social skills, Communication skills and proper service with public.
- Proper customer services
- Leading team
- Cash application, credit evaluation & collection
- Payment runs
- Invoice processing.

DECLARATION:

I hereby declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold the responsibility for the correctness for the above-mentioned particulars.

Place:

Date:

Thank You

Yours Faithfully

Jishnu Jayadas