



JITENDRA KUMAR VISHWAKARMA

SALES EXECUTIVE

CONTACT

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Dubai ,UAE

SKILLS

- Customer Service Skills
- Product Knowledge
- Inventory Management
- Teamwork and Communication
- Leadership
- Effective Communication
- Cash Handling and Billing
- Safety and Compliance Knowledge

LANGUAGES

- English (Fluent)
- Hindi (Fluent)

CAREER OBJECTIVE

Motivated sales professional seeking to contribute product knowledge, upselling skills, and customer-focused service to drive supermarket sales and enhance the shopping experience.



PROFILE

Dedicated and customer-oriented retail professional with over 2 years of experience in fast-paced supermarket environments. Skilled in delivering high-quality service, building customer relationships, and providing tailored product recommendations that drive sales and satisfaction. Strong knowledge of retail operations, inventory management, and visual merchandising. Proven team player with a positive attitude, focused on exceeding customer expectations and supporting overall store success.



WORK EXPERIENCE

WEST ZONE SUPERMARKET

2023 CURRENT

Shelf boy /Section boy

★ Stock Organization & Merchandising :-

Efficiently arranged products on shelves in alignment with store planograms, brand visibility, and product categories to enhance visual appeal and customer convenience.

★ Inventory Monitoring:

Conducted daily stock level checks, identified low or out-of-stock items, and coordinated timely replenishment from storage to maintain optimal shelf availability.

★ Expiry Control & Product Rotation:

Applied First-In-First-Out (FIFO) methods to ensure proper product rotation, minimizing waste and ensuring only fresh and safe items are available to customers.

★ Shelf Cleanliness & Maintenance:

Maintained a clean, organized, and hazard-free shelf environment, in accordance with hygiene and safety standards.

★ Pricing & Promotional Updates:

Accurately applied price tags, promotional signage, and product labels in line with current offers, markdowns, and supervisor instructions.

★ Customer Service & Product Assistance:

Provided courteous and knowledgeable assistance to customers in locating items, understanding product options, and resolving queries.

★ Team Collaboration & Support:

Worked closely with colleagues to support store functions during peak hours, promotions, and stock deliveries, ensuring seamless daily operations.

★ Health & Safety Compliance:

Adhered strictly to health, safety, and manual handling protocols while managing goods and equipment store.

★ Incident & Stock Reporting:

Promptly reported damaged, expired, or missing inventory to supervisors to ensure swift corrective actions and inventory accuracy.

★ Section Flexibility:

Demonstrated adaptability by efficiently managing various store sections including grocery dairy, frozen, and non-food items as per operational requirements.



EDUCATION

passed intermediate from U.P Board

2020

Shahid-e-azam Sardar Bhagat Singh Inter college Gonda

passed High School From U.P Board

Ramdeen Budhram Inter College ,Balrampur

2018

I have Completed ADCA Coures in Computer

2022