

LIDIYA GEORGE

A self-motivating and confident individual well experienced in auditing, accounting and data entry having critical thinking and innovative skills to do challenging tasks accurately in a very competitive and complex environment. To secure a challenging position in a progressive organisation where I can utilize my potential, experience, and creativity to the maximum. Aiming to explore for more opportunities and capture them for a better career and overall growth by making significant contribution to the success of organization's performance. A very presentable individual with excellent communication skills and abilities looking forward to work in a dynamic situations.

SKILLS

Microsoft Office Packages

Auto Card (Basic)

Shopify

E-Commerce

WORKING EXPERIENCE

❖ **Molcart General Trading LLC, United Arab Emirates, Abu Dhabi**
E-Commerce Specialist - 24/11/2020 – 07/06/2020, UAE

- Experience in Shopify
- Supports the senior manager of E-Commerce in procuring
- Managing and executing business strategies for e-commerce
- Executing the set up for E-Commerce products
- Maintaining new product updates and launching them on websites.

❖ **Regency Group Grand Hyper Market, Dubai-UAE**
Market Activities Co-Ordinator - Jan 2023 to Sep 2023

❖ **Regency Group Grand Hyper Market, Dubai-UAE**
Document Controller - Jan 2022 to Jan 2023

❖ **Regency Group Grand Hyper Market, Dubai-UAE**
Cashier - 07/2021-1//2022

❖ **SK Associates coonoor, Nirgiris, Tamilnadu**
Construction Executive - 11/2019 – 05/2020

- Building Measurement
- Valuation about Construction Building
- Assistant in Surveying a Construction Building

❖ **Akaruthi Apparatus, Tiruppur, Tamilnadu**
Quality Supervisor - 06/2018 – 09/2020

ACHIEVEMENTS

- Served as a Student Volunteer in National Service Scheme (NSS) from 2012-2014
- Awarded as a Best Outgoing Student in Aishwarya Polytechnic College From Department of Civil Engineering in 2015-2018 Batch

DECLARATION

I hereby declare that the above-mentioned information is correct to best of my knowledge and belief. I bear the responsibility for the corrections of the above mentioned particular.

LIDIYA GEORGE



PERSONAL DETAILS

Mobile : +971 544721494

Address : Dubai – UAE

Email ID : lidiyageorge9797@gmail.com

Gender : Female

ACADEMIC CREDENTIALS

Diploma in Civil Engineering
Aishwarya Polytechnic
College, Tamilnadu 2015 - 2018

Higher Secondary (Plus Two) Tagore
Vidyanikethan H.S.S, Taliparamba,
Kannur, Kerala 2012 –
2014, Taliparamba

LANGUAGES

- English
- Hindi
- Malayalam
- Tamil

PROFESSIONAL QUALITIES

- E-Commerce Knowledge of E-commerce Business Environment
- Analytical Ability
- Customer Service Skills
- Administrative skills.