



MANOHA CHOPPALA

OBJECTIVE

I am a conscientious and a highly organized efficient person with a precise approach to work which has produced excellent result to date. Able to manage own time effectively and prioritize workload. Experienced at working to tight deadlines.

WORK EXPERIENCE

TEAM MEMBER 2023-Present

EMIRATES FLIGHT CATERING

Duties & Responsibilities:

- Acquire food order information from flight catering information systems.
- Carry out meal portioning.
- Check disposal procedures for food waste.
- Check flight kitchens to ensure safe and hygienic work practices.
- Check raw materials to ensure compliance with specifications.
- Dispose meal waste from aircraft.

ASSISTANT CUSTOMER SERVICE 8 years

SCHOOL TRANSPORT SERVICE (STS), DUBAI, UAE.

Duties & Responsibilities:

- Conflict resolution
- Responding to ticket
- Answering phone calls from struggling customers
- Responding to all customer concerns.

TEACHER ASSISTANT 1 year

DNS, DUBAI, UAE.

Duties & Responsibilities:

- Helping teachers manage student behavior
- Support homeroom teachers with classroom management
- Helping teachers plan lessons
- Helping students paper cutting, drawing etc.

CASHIER 6 months

ASWAAQ SUPER MARKET, DUBAI, UAE.

Duties & Responsibilities:

- Manage transactions with customers using cash registers.
- Scan goods and ensure pricing is accurate.
- Collect payments whether in cash or credit.
- Issue receipts, refunds, change or tickets.

EDUCATION

- ✓ B.A.
- ✓ Inter(Occational) MLT
- ✓ S.S.C.
- ✓ Nurse Assistant

DECLARATION

I hereby declare that all the above furnished details are true and correct to the best of my knowledge.

CONTACT

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✉: panduchoppalal43@gmail.com

📍: Dubai, UAE

PERSONAL DETAILS

Date of Birth : 23/06/1988

Nationality : Indian

Gender : Female

Visa Status : Visit Visa

Passport No : W0524824

Date of Expire : 03/06/2032

LANGUAGE

- ENGLISH
- HINDI
- TELUGU

CORE SKILLS

- Critical thinker and problem-solving skills
- MS Office
- PGDCA
- Team player
- Good time-management skills
- Great interpersonal and communication skills
- Ability to work well in a team environment
- Ability to work well under pressure