

MISBAHUL HAQUE

India | +91 9605325077 |

D.O.B - 06/08/2001

Gender - Male

misbahulhaquemk@gmail.com



Professional Summary

Detail-oriented Data Entry Specialist with expertise in billing, cashiering, and Microsoft Excel. Two years of GCC experience in inventory management, mobile sales, and retail operations. Strong communication skills, problem-solving abilities, and leadership qualities.

Work Experience

Data Entry Specialist & Cashier

Hyper Mart (GCC) | 2 Years - Handled inventory

management, data entry, billing, and cashiering

- Managed MS Excel for stock tracking and sales reports
- Worked in a fast-paced retail environment, ensuring smooth transactions
- Assisted in mobile sales and customer service

Team work

- Managed team coordination, risk management, and creative problem-solving

Education

- SSLC (10th Grade) – Passed
- Plus Two (Higher Secondary) – Passed
- Diploma in Mechanical Engineering – Pass Out
- MS Excel, Inventory

Skills

Microsoft Excel & Data Entry
Billing & Cash Handling
Inventory & Stock Management
Leadership & Teamwork
Problem-Solving & Risk Management
Strong Communication & Customer Service

Languages

- English, Arabic, Hindi (Fluent: Speak, Read, Write)
- Malayalam (Mother Tongue)
- Tamil (Speaking only)

Hobbies & Interests

Passion for directing and working in the film industry Interested in reading, writing, and public speaking Looking for roles in data entry, billing, and cashiering