



# MOHAMMED AFSAL B.A

 Muteena, Deira, Dubai, UAE

 abuafsal376@gmail.com

 +971 547021262

 Freelance Visa

## LANGUAGES



English

Malayalam

Hindi



Arabic

## PERSONAL DATA

Date of Birth :- 11/08/1997

Sex :- Male

Nationality :- Indian

Marital Status :- Single

Fathers Name :- Abdulla

Passport Number :- N4333483

## DRIVING LICENSE

- License no. :- 2886160
- License Type:- Light Vehicle
- Issue place :- Abu Dhabi



## CAREER OBJECTIVE

- ❖ To build a concrete career with an organization that will help me grow professionally and channel my abilities and experiences.
- ❖ To pursue my career in the food and beverage department and to secure a position with a well-established organization with a stable environment that will lead to a lasting relationship.
- ❖ A long-term career in a professional organization enabling company objectives of growth, customer satisfaction and service industry.



## WORK EXPERIENCE (4 Years)

### Sales Executive | 2022-2023 (1 year)

**Golden paper glass company**, Mushrif, Ajman, UAE

- Builds business by identifying and selling prospects; maintaining relationships with clients.
- Sells products by establishing contact and developing relationships with prospects; recommending solutions.
- Identifies product improvements or new products by remaining current on industry trends, market activities, and competitors.
- Prepares reports by collecting, analyzing, and summarizing information.
- Maintains quality service by establishing and enforcing organization standards.

### Cashier | 2019 To 2022 (3 year)

**Unique Shop**, Pune, Maharashtra, India.

- Process sales transactions.
- Calculate the cost of products or services.
- Accept payments.
- Calculate and return change when required by the payment method.
- Maintain adequate change denominations in the cash drawer and request additional change.
- Answer customer questions about products or services.
- Work as a team to meet store sales goals.
- Handle customer complains.

## SOFT SKILLS

- Budgeting and forecasting
- MS Word and Excel
- Tally accounting software
- Ability to Multitasking
- Crafting the best solution
- Meeting moderation



## ACADEMIC BACKGROUND

- ❖ *Higher Secondary at GHSS Mangalpady, Uppala, Kasaragod*
- ❖ *High School at GHSS Mangalpady, Kukkar, Uppala, Kasaragod.*
- ❖ *B.Com at Annamalai University*

### Certificate Course

- **ACCOUNTING :- Tally, MS Excel, Quick book, Peachtree.**



## TRAINING AND SEMINAR

- ❖ **Standard procedure for handling food and deverages.**
- ❖ **Training for basic food hygiene.**
- ❖ **Training for proper sanitation**



## ACHIEVEMENTS

- ❖ **Demonstrated caliber in managing & achieving organizational objectives from medium to large scale organization.**
- ❖ **Played an important role in setting up and training staff to international casual during standard.**
- ❖ **Strategy-based role to focus on planning, execution, and process alignment.**
- ❖ **Provided analytical support to practice & the trends patterns of the management.**
- ❖ **Consistently displayed resourcefulness and initiative in support of the management with flexibility & worked well in cross-functional teams.**
- ❖ **Displayed abilities in handling problems as opportunities and dealing with difficult challenges.**
- ❖ **Gained experience in client liaison, analysis, design, development, quality assurance, team management and project coordination for assigned projects.**

## DECLARATION

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

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