



NOWFAL KHAN

UAE

+971-565549353 | nowfalkhan505@gmail.com

Objective

Willing to apply my knowledge and work hard for better development of the organization and to have a challenging career in a reputed organization.

Experience - 5 Years

- **Cake Maker and Decorator**
Bakery Assistant
- **PS BAKERY**
Cashier and Supervisor
 - Assist in running the Bakery opening and closing the shop. Well aware of the products and store sells.
 - Ensure that shelves racks and counters are organized.
 - Receives payments and operated the cash register.
 - Keeps the shop and displays clean and tidy at all times.
 - Assist customers with their needs and identify the shelf of the products they are looking for.
 - Assist other sales representative at all times.
 - Receive orders through phone calls and make ontime delivery.
 - Receives deliveries and administered stock packing and storage.
 - Set promotional displays like posters and window display.
 - Looks after the shop at the absence of the owner.
 - Ensure all problems and issues are reported to owner.
 - Assist in regular stock monitors and annual inventory.
 - Cash counting at the time of opening and closing the shop.
 - Register all inward and outward cash dealings without fail.
- **PS CAKE WORLD**
Baker and Decorator
 - Welcome customers and respond to their questions regarding bakery products.
 - Assist customers in selecting bakery products and provide them with information on ingredients and weights.
 - Package and label baked items with pricing and expiry information and Assist bakers in preparing ingredients for performing baking activities.
 - Rotate bakery ingredients to keep them fresh and handle damaged products in accordance with set standards for wastage.
 - Take orders from other shops for outdoor sales and make delivery arrangements.
 - Ensure that required items for baking, labeling, and stocking are available.

Skills

- Customer and user service
- Hard working and reliable
- Problem solving and Decision making
- Sales and Team building
- Customer service professional seeking
- Management of personal Resources
- Interpersonal skill
- Adaptability
- Time management
- Positive attitude
- Maintaining high levels of accuracy and efficiency Ability to handle multiple tasks.

Personal Details

- Date of Birth : 01/04/1994
- Nationality : Indian
- Gender : Male
- Passport No : L5465328
- Language : English, Tamil, Malayalam

Declaration

- I here by declare that the information furnished above are true and correct to the best of my knowledge and belief.