

POOJARY PRITHAM APPU



CONTACT

- 📍 from Moodabidri, India
Lives in Dubai
- ☎ 0557483494
- ✉ poojaripritam7@gmail.com
- 🎂 16/04/2000
- 🛂 Passport number:- V4033302

OBJECTIVE

I aspire to thrive in a dynamic and competitive environment that offers constant exposure to new challenges, fostering my continuous growth and skill enhancement. Whether as a collaborative team member or an individual contributor, I am driven to contribute to the organization's progress by leveraging my knowledge and experience.

TECHNICAL SKILLS

- Microsoft Excel
- Microsoft PowerPoint

LANGUAGE

- ✓ English
- ✓ Hindi
- ✓ Arabic (Elementary proficiency)
- ✓ Malayalam
- ✓ Tulu

EXPERIENCE

- GATE - Al kabayel oasis Trading (L.L.C) Dubai**
Inventory management

Jan 2024 -
Currently working
- In my role as an Inventory Management Specialist within the sales and merchandising sector, I efficiently manage the end-to-end inventory process. My responsibilities include the meticulous receipt and verification of incoming orders, ensuring accurate and timely data entry into our inventory system. Additionally, I handle the systematic posting of inventory updates, maintaining precise records to support optimal inventory levels. My expertise ensures seamless inventory operations, contributing to the overall efficiency and profitability of the business.
- Yenepoya Hospital, Mangalore**
Customer Service Executive

January 2022 -
October 2024
- * Provided high-quality assistance to patients and their families, addressing queries and concerns with empathy and professionalism.
 - * Managed appointment scheduling, patient admissions, and discharge processes efficiently.
 - * Resolved complaints and escalated issues to appropriate teams when necessary, maintaining patient satisfaction.
 - * Enhanced the patient experience by demonstrating excellent interpersonal and communication skills.

EDUCATION

- St Aloysius College (Autonomous) Mangaluru**
Bachelor of Arts (Journalism, Economics, communicative English)
- Alvas pre University college Moodbidri**
Higher secondary education
60.66%
- Rotary English medium Moodbidri**
secondary education
59.84%

PROJECTS

- SAHAYA**

I have successfully undertaken a project focused on maintaining cleanliness in the surroundings by effectively removing waste. Additionally, I devoted my time to volunteering at orphanage homes, actively participating in their programs

CORE COMPETENCIES

- Communication: Exceptional verbal and written communication skills, facilitating clear and effective interaction with clients and colleagues
- Sales: Proven ability to drive sales and meet targets through strategic planning, product knowledge, and customer engagement.
- Merchandising: Expertise in product presentation and placement to maximize sales and enhance the shopping experience.
- Handling Products: Proficient in the efficient and accurate handling, stocking, and organizing of products.
- Problem Solving: Strong analytical skills to identify issues and implement effective solutions swiftly.
- Customer Relationship Management: Skilled in managing and nurturing customer relationships to ensure satisfaction and loyalty.

