

CURRICULUM VITAE



RIYAS .PV

Mobile : 0582732358

Location : Sila -Abu Dhabi

Email : pvriyas780@gmail.com

Languages Knows:

English, Arabic, Hindi and Malayalam.

Good Experience of English typing.

Passport details

Passport No : U0475748

Date of Issue : 29/12/2020

Date of Expiry : 28/12/2030

Date of Birth : 20/05/1988

Visa Status : Visa (Transferable)

Nationality : Indian

CAREER OBJECTIVE

Seeking a Challenge Position within an Establishment Organization as an Administrative assistant/Sales Man/Sales Officer/ Sales Executive / Merchandising / cashier where I can utilize my abilities and experience towards the progress of the firm through hard work and sense of Responsibility.

EDUCATION

- SSLC (GOVT. OF INDIA)
- HIGHER SECONDARY (GOVT. OF INDIA)
- B Com (Not Completed)

DUTIES & RESPONSIBILITIES

- Managing the schedule timing.
- Work well under pressure, Flexible and Quick learner.
- Possess Leadership skills; Enthusiastic and Assertive.
- Friendly; have good Presentation skills.
- Trust worthy, calm under pressure, reliable
- Strong leadership qualities, ability and desire to work within team structure
- Honest and dependable with excellent interpersonal skills

WORKING EXPERIENCE

- Presently Working as a cashier cum merchandiser in al Dhafra Co-operative society(ADCS) In Al Sila – Abu Dhabi (2019 Feb-till Now)
- Worked as Top accountant executive (TAE) in sabari distribution Pvt ltd. Malappuram Kerala, India (2016-18)
- Worked as sales officer in Saras (Anna Aluminium Group) Aluva, Kerala, India (2013-15)
- Worked as order taker cum merchandiser with Indian tobacco company (ITC) Kerala, India (2010-2013)

DECLARATION

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

Riyas .pv