



SUBASH LIMBU

Objective

Overseeing inventory needs and undertaking operational management, with effective strategies to enhance the organisation's financial health. Acquiring talented team players to facilitate high-quality customer support. Motivating and nurturing the team members to better their skills.



0551336982



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Dubai

Language

- English
- Hindi
- Dzongkha
- Nepali

Qualification

- Class X- 2016
 - Babesa Middle Secondary School
- Class XII- 2019
 - Yangchenphug Higher Secondary School,

Personal Information

- Date Of Birth- 02-01-1999
- Gender- Male
- Passport No- G167580
- Nationality- Bhutanese
- Status: Visit Visa

Work Experience

COMPANY: RIGSUM INSTITUTE OF MANAGEMENT

POSITION :Office Management

PERIOD: 1st Feb 2020 to 31st July 2020

COUNTRY: Bhutan

Duties & Responsibilities

- Organize and schedule meetings and appointments.
- Organize office operations and procedures.
- Handle customer inquiries and complaints.
- Provide general support to visitors.

COMPANY: GARDEN SALES , THIMPHU, BHUTAN

POSITION :Sales Associate

PERIOD: 1st Aug 2020 to 31st July 2021

COUNTRY: Bhutan

Duties & Responsibilities

- Warmly greets customers, creating a welcoming atmosphere.
- Engages with customers, providing assistance and addressing inquiries regarding products and purchases.
- Offers personalized recommendations based on customer needs and preferences.
- Retrieves merchandise for customers and facilitates special orders, when required.
- Introduces promotional offers and new product arrivals to customers.
- Follows up with customers after their store visits, providing information on discounts and new collections.
- Operates cash register, processing cash payments and credit card transactions.
- Handles refunds, exchanges, and returns in a professional manner.
- Maintains accurate sales records by updating customer databases.
- Stays updated on sales trends to provide superior service and achieve sales targets.
- Reports any potential security issues to management.

COMPANY: Zombala Restaurant

POSITION : Cashier

PERIOD: 1st Sep 2021 to 31st Aug 2022

COUNTRY: Bhutan

Duties & Responsibilities

- Handle cash, credit, or check transactions with customers.
- Collection of payments.
- Ensure pricing is correct by coordinating with other staff.
- Issue change, receipts, refunds and vouchers.
- Redeem stamps and coupons.
- Bag items carefully for take away.
- Greet customers when entering or leaving establishment restaurant.
- Maintain clean and tidy checkout areas.
- Keep reports of transaction.
- Bag, box, or wrap packages.
- Provide excellent customer service to ensure satisfaction.
- Answer customers' questions and get a manager if answer doesn't solve the issue.

COMPANY: IMERIT TECHNOLOGY

POSITION : ITES Executive (AI PRODUCTS & SOLUTION)

PERIOD: 1st Sep 2022 to current

COUNTRY: Bhutan

Duties & Responsibilities

- Data Annotation- the process of labeling data with relevant tags to make it easier for computers to understand and interpret.
- Data interpretation- the process of using diverse analytical methods to review data and arrive at relevant conclusions.
- Image Annotation