



MD Nawab Alam

GET IN CONTACT

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Address - Poonamallee Chennai Tamilnadu

PERSONAL DETAILS

- Date of Birth May 01, 2000
- Gender Male
- Marital Status Single/Unmarried

SKILLS

- Excel
- MS Office
- Corel Draw
- MS Office PowerPoint
- Pagemaker Internet
- Basic
- Typing Speed (23 WPM)

TECHNICAL SKILLS

- Mobile Repairing
- Electronics

LANGUAGES KNOWN

- Hindi
- English

OTHER INTERESTS

Travel

PROFILE SUMMARY

Seeking a challenging position in a reputable organization to expand and utilize my learning, skills and knowledge. Possess excellent communication skills and have an eye for detail. Flexible to work in any environment as required.

EDUCATION HISTORY

Graduation

Course B.A(Hindi)
College Munger University
Year of Passing 2023

Class XII

Board Jharkhand
Medium Hindi
Year of Passing 2020
Grade 45-49.9%

WORK EXPERIENCE

Supermarket Cashier

D Mart Chennai Tamilnadu
(Avenue Supermarket Pvt. Ltd.)

Duties & Responsibilities

1. *Processing transactions*: Handle customer purchases, scan items, and manage payments.
2. *Customer service*: Provide excellent customer service, answer queries, and resolve issues.
3. *Cash handling*: Manage cash, credit card transactions, and operate a point-of-sale system.
4. *Maintaining a clean workspace*: Keep the checkout area clean and organized.
5. *Stock management*: Monitor and replenish checkout supplies, such as bags and receipt paper.
6. *Promoting products*: Inform customers about promotions, discounts, and loyalty programs.
7. *Working efficiently*: Meet productivity standards and minimize wait times.
8. *Team collaboration*: Assist colleagues with tasks and support a positive work environment.
9. *Adhering to policies*: Follow company policies, procedures, and safety guidelines.
10. *Maintaining confidentiality*: Handle customer and company information discreetly.