



# UMESH POKHREL

## PROFILE

Aspiring to be a part of a dynamic & fast-growing organization having a motivational working environment. I am looking for challenging assignments that will build a long-term relationship in an organization with my education, experience and talent which could make a significant contribution towards corporate objectives.

### EXPERIENCE

#### VARSA-PANASONIC ELECTRONICS . MALAYSIA SALES

1 YEAR

- Welcomed customers to the store and answer their queries Ensured high levels of customer satisfaction through excellent sales service
- Assessed customers needs and provided assistance and information on product features
- Followed and achieved department's sales goals on a monthly, quarterly and yearly basis
- Responsible for keeping track and carrying out monthly sales quotas.
- Maintained in-stock and presentable condition assigned areas
- Remained knowledgeable on products offered and discuss available options

#### WE MART ,CHINESE FOOD COURT . DUBAI BAKER CLERK

3 YEARS

- Greeted customers and assisted them with their orders
- Maintained cleanliness and safety standards in the bakery Provide excellent customer services
- Counted and documented inventory of bakery items
- Assisted in baking a variety of cakes, pastries, and other bakery items
- Maintained accurate records of customer orders
- Ensured the bakery display was well stocked

#### HAPPINESS GRASSLAND HOT POT AND GRILL BBQ

##### BAKERY PASTRY CHEF DURATION: JAN 01, 2022 - TILL NOW

- Prepare a wide variety of goods such as cakes, cookies, pies, bread etc. following traditional and modern recipes
- Create new and exciting desserts to renew our menus and engage the interest of customers
- Decorate pastries using different icings, toppings etc. to ensure the presentation will be beautiful and exciting
- Monitor stocks for baking ingredients such as flour, sugar etc. and make appropriate orders within budget

### DECLARATION

I hereby certify that the above information are true and correct according to the best of my knowledge & my Experience.

UMESH POKHREL

## CONTACT

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📍 Deira, Dubai

## EDUCATION

HIGH SCHOOL

SHREE JANTA HIGH SCHOOL .NEPAL

## PRO.SKILLS

- MULTITASKING
- GOOD CUSTOMER SERVICE
- FRIENDLINESS & POSITIVITY
- HIGHLY RESONSIBLE & RELIABLE
- PROBLEM SOLVING
- TIME MANAGEMENT
- SALES & OPERATION
- OUTSTANDING ORGANIZATIONAL
- SELF MOTIVATED

## LANGUAGES

- ENGLISH • HINDI • NEPALI

## PERSONAL INFORMATION

Date of Birth : 28 June 1990

Natinality : Nepalese

Gender : Male

Merital Status : Married

Visa Status : Employment

## PASSPORT DETAILS

Passport No : 12053757

Date of Issue : 10 Jan 2021

Date of Expire : 09 Jan 2031

## HOBBIES

- Travelling • Reading Books
- Listening to music