

# VIMAL WILSON



## Mob No

+970 507061328 (UAE)

Dubai - UAE

## Personal Profile

Name : Vimal Wilson

Gender : Male

Nationality : Indian

Date Of Birth : 28/11/1998

Marital Status : Unmarried

Languages

- Arabic
- English
- Hindi
- Malayalam
- Tamil

## Objectives

To be associated with a well-established company that will provide good opportunities for my growth and career advancement. To handle challenging jobs that will enhance my analytical ability and decision making.

## Skills

- Ability to work hard and result oriented.
- Efficient and well-behaved person.
- Extremely hardworking self-motivated.
- Communication skill.
- Basic computer knowledge.

## Educational Qualification

- Higher Secondary - +2

## Work Experience

- Presently working as a **SALES MAN** with **GRAND HYPER** in Dubai-UAE For the period of 01 and 3 Month and to till now.
- Worked as a **SALES STAFF** With **LULU HYPER MARKET** in India For the period of 01 Year.
- Worked as a **MARKET MERCHANDISER** with **KINDER JOY** in India For the period of 01 Year.
- Worked as **NIVEA PVT LTD OF (PSR OF ALL KERALA)** in India for the period of 01 Year
- Worked as **BRITTANIA PVT LMT ( ASE OF ALL KERAL)** in India for the period of 01 Year
- Worked as a **SALES OFFICER** with **AT APIS HONEY** in India For the period of 05 Month
- Worked as a **STORE MANAGER** with **IBWIS MART** in India for the period of 06 Month.

## Duties And Responsibilities

- Creating and issuing invoices to customers.
- Processing credit memos.
- Preparing account statements for customers.
- Following up on outstanding payments and answering customer queries.
- Monitoring all payments and preparing monthly billing reports.
- Managing account balances and resolving inconsistencies.
- Assisting the accounting department with the preparation of financial reports.
- Updating accounting records with issued invoices, processed payments, new balances, and customer contact information

## Declaration

I hereby declare that the above-mentioned information is correct to best of my knowledge and belief. I bear the responsibility for the corrections of the above mentioned particular.

**VIMAL WILSON**