**COMPUTER SKILLS**

* Computer Basic
* MS – Office (Word, Excel, Power-Point)
* Internet
* Accounts & Tally

**S.G. COMMUNICATION**

**Sales Associate. (2019 – 2022)**

**Responsible for.**

* Serves customers by helping them select products.
* Drives sales through engagement of customers, suggestive selling, and sharing product knowledge.
* Greets and receives customers in a welcoming manner.
* Responds to customers' questions.
* Directs customers by escorting them to racks and counters.
* Maintain stock in Excel Sheet.
* Maintains quality service by establishing and enforcing organization standards.
* Identifies business opportunities by identifying prospects and evaluating their position in the industry researching and analyzing sales options.

**MC OUTFITS**

**Retail Sales Associate (2013 – 2016)**

**Responsible for.**

* Managing financial transactions and processing payments
* Assisting with inventory
* Handling refunds and returns
* Handling customer complaints
* Creating a positive customer experience and work environment
* Sharing product knowledge with customers

**PERSONAL**

To work for the organization to the best of my knowledge and ability from where the organization could benefit from my services and provide me with knowledge that are professionally important to me.

**SKILLS**

* Communication
* Multi-Tasking Ability
* POS
* Customer Assistance
* Payment Collection
* Cash Report Creation
* Packaging & Dispatching
* Retail Merchandising
* Order Taking

**EDUCATION**

* **Culinary Arts (Osmania University)**

From Indian Institute of Hotel Management & Culinary Arts, Hyderabad.

* **Travel & Tourism**
* **Hospitality**
* **HACCP Food**
* **Senior Secondary (P.S.E.B)**

From Hindu Sabha Senior Secondary School, Amritsar (Punjab) 143001

* **Arts (Grade A)**
* **Humanities (Grade A)**
* **English (Grade A)**
* **Secondary (P.S.E.B)**

From Arun Rashmi Sainik School, Amritsar (Punjab) 143001

* **All Subject (Grade A)**

**Al-muraqqabat Dubai +9710551179362 sahil36arora@gmail.com**

**P.O BOX - 50819.**

SAHIL ARORA

**SALES ASSOCIATE**