



IRSHAD

KHOKHAR

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Date of Birth : 10/04/1996

Gender : male

Marital Status: Married

Visa Status :Employment Visa

Religion : Muslim

PASSPORT DETAILS

Passport No : U3104347

Date of Issue : 11/03/2020

Date of Expiry : 10/03/2030

LANGUAGE KNOWN

English

Hindi

SKILLS

- Good knowledge of product
- Email writing
- Active learning
- Interpersonal skills
- Organizational skills
- Complex problem-solving skills
- Mathematics knowlede
- Innovative thinking

CURRICULUM VITAE

PROFESSIONAL SUMMARY

To look for a suitable in a progressive organization. Where I can use my abilities and hard work towards the achievement of the company objectives. I can assume any kind of challenging assignment and try to accomplish it with serious effort, competence and honestly.

EDUCATION

➤ STOREKEEPER

WORK EXPERIENCE

➤Worked experience as a store keeper TVS showroom for 2 year in india

Duties and responsibilities

Ensure the conformity of products received and delivered.

Keep a record of sales and restock.

Maintain an automated supply inventory database.

Replenish supply inventories following established guidelines

Managing the store layout

Inspecting deliveries for discrepancies or damage..

➤ Worked experience as a Data Entry Operator in Iqra Skills for 1 Year in India

Duties and responsibilities

- Create spreadsheets to track important customer information and orders.
- Transfer data from hard copy to a digital database.
- Update customer information in a database.
- Organize existing data in a spreadsheet.
- Verify outdated data and make any necessary changes to records.

Declaration:-

I hereby declare that all the details mentioned above are true and Benefited to the best of my knowledge and belief. I hope the above Details will meet with your requirements and you will give due consideration to me.

IRSHAD KHOKHAR