

AKSHAY KUMAR KV

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Visa status : Visiting Visa

Visa Expiry : 24-04-2022



Career Objective

To secure a position where I can efficiently contribute my skills and abilities to the growth of the organization and build my professional career.

Professional Experience

MARUTI SUZUKI PVT.LTD

Designation: Receptionist/Cashier

Duties & Responsibilities

- Welcoming customers, answering their questions, helping them locate items, and providing advice or recommendations.
- Operating scanners, scales, cash registers, and other electronics.
- Balancing the cash register and generating reports for credit and debit sales.
- Accepting payments, ensuring all prices and quantities are accurate and providing a receipt to every customer.
- Processing refunds and exchanges, resolving complaints.
- Maintaining a clean workspace.

Royal Enfield Kasaragod

Designation: Indoor Sales Executive

Duties & Responsibilities

- Ensure to maintain professional attitude to deal with prospects, customers and staff members.
- Attain minimum number of calls every day to present leads.
- Coordinate with clients about auditing practices.
- Train and mentor outdoor sales executives.
- Analyze Sales data, records, reports and statements.

Malabar Jewellery Kasaragod

Designation: Customer service

- Answering questions about a company's products or services.
- Processing orders and transactions.
- Delivering information about a company's offerings

Educational Credentials

Bachelor of commerce from Kannur University, 2018.

Technical skills

MS Office
Excel, MS office, Powerpoint.

Personal Profile

Nationality : Indian
Date of Birth : 12 Feb 1998
Sex : Male
Marital Status : Married
Passport No : R0382367
Languages known: English, Hindi, Tamil and Malayalam

Declaration

I hereby declare all the above details are true and correct to the best of my knowledge and belief.

AKSHAY KUMAR KV

Date
Place: