

CURRICULUM VITAE

PRANOY KV

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CAREER OBJECTIVE

A Suitable position with an organization where I can utilize the best of my skills abilities that fit to my education skills and experience a place where am encouraged and permitted to be an active participant as well vital contribute and development of the company.

PROFESONAL SKILL

- Teamwork.
- Coordination.
- Organization.
- Planning.
- Time management.
- Reporting skills.
- Inventory control.
- Documentation skills.

PERSONAL PROFILE

Nationality : Indian
Gender : Male
Date of Birth : 20/05/1995
Languages : English, Hindi
Marital status : Single
Passport No : P8836852
Visa Status : Visit Visa

WORK EXPERIENCE

- 2 Years Of Worked Experience as a BILLING STAFF at PERALASSERY SERVICE CO-OP BANK
- 2 Years Of Worked Experience as a SALES MAN at LULU GROUP INTERNATIONAL in MUSCAT
- 2 Years Of Worked Experience as a CASHIER at LULU GROUP INTERNATIONAL in MUSCAT

DUTIES AND RESPONSIBILITIES

- Sending invoices and account updates to clients, receiving, sorting, and tracking incoming payments, addressing and resolving client questions and issues relating to invoices, and providing regular, accurate reports of billing data.
- Greet customers.
- Help customers find items in the store.
- Provide customers with information about items.

EDUCATIONAL QUALIFICATION

- SSLC Kerala Board
- Higher secondary (VHSE)
- Advanced Diploma In Computer Hardware and Networking

DECLARATION

I do here by declare that all the above information's are true and accurate to the best of my knowledge