**NITHIN N V**



MOB NO: +971551744645

MOB NO: +971521264608

EMAIL : [**nithinnviswanathan@gmail.com**](mailto:nithinnviswanathan@gmail.com)

**OBJECTIVE**

**A TALENTED, DEDICATED, SELF-MOTIVATED & TRUSTED INDIVIDUAL WHO HAVE BEEN WORKING ARROUND THE INDUSTRY FOR FOUR YEARS. I AM LOOKIG FOR A CHALLANGING POSITION AS AN ADVISING SALES & CUSTOMER CARE EXECUTIVE IN A REPUTABLE COMPANY IN WHICH I AM ABLE TO PERFORM THE JOB WITH THE KNOWLEDGE EXPERIENCE THAT I HAVE.I AM ALSO DEDICATED IT PROFESSIONAL HIGHLY EFFICTIVE AT MAINTAINING AND INSTALLING SOFTWARE AND HARDWARE FOR SERVER,LAPTOPS, AND DESKTOP COMPUTERS. I AM SEEKING A ROLE OF OPERTUNITIES FOR LONG-TERM PROFESSIONAL GROWTH AND DEVELOPMENT.**

**EDUCATIONAL QUALIFICATION**

* **MAY 2012 I T I( INDUSTRIAL TRAINING INSTITUTE) (2YEAR)**

**INFORMATION TECHNOLOGY &E .S. M. ENGINEERING (GOVT. I T I MADIKKAI KERALA)**

* **Aug 2011 DIPLOMA IN COMPUTER APPLICATION (SREE SANKARACHRYA COMPUTR CENTER )**
* **Jun’ 10-Mar’11 pre degree( COMMERCE) NAVAJYOTHI UNIVERSITY ( KERALA BOARD)**
* **Mar’ 2009 SSLC ST.MARY’S HIGH SCHOOL KADUMENI (KERALA BOARD)**

**EXPERIENCE**

* **SEP 15TH 2014 TO OCT 20TH 2015 { 1YEARS}**

**AKSHAYA JANA SEVANA KENDRA (GOVT. OF KERALA)**

* **ONLINE PROGRAMMES**
* **ONLINE TRANSACTIONS**
* **ONLINE APPLICATIONS**
* **IMAGE EDITING**
* **NOV 1st 2016 to DEC. 2018 { 2 YEARS}**

**PERSONAL STAFF of S N D P YOGAM DEVASWAM SECRETARY in Kannur, Kerala**

**On the same time worked as a SALESMAN AND CASHIER in a MEDICAL SHOPE, Kannur**

* **ACCOUNT FILING**
* **MEDICINE KNOWLEDGE**
* **DRIVING**
* **BOOK KEEPING AND ADMINISTRATIONAL WORKS**
* **SPARE PARTS SHOWROOM SALES MAN ( 6 MONTHS)**
* **MARCH’ 2019 to MARCH 2021**

**QUICK SUPER MARKET AND HYPER MARKET LLC Dubai (U A E)**

* + **SALES MAN**
  + **FRONT IN CHARGE&CUSTEMER CARE**
  + **INVENTORY WITH BACK OFFICE INCHARGE**

**TECHNICAL SKILLS**

* **TALLY ERP9**
* **OPERATING SYSTEMS USED WINDOWS 7,10**
* **MS-OFFICE(WORD, EXCEL &POWER POINT)**
* **INFRASTRUCTURE BACKGROUND WITH EXCELLENT COMPUTER SKILLS**
* **INVENTORY WITH DOCUMENTS EVALUATION**
* **ADMINISTRATIONAL & FILE KEEPING**

**PERSONAL DETAILS**

* **Name : NITHIN N V**
* **Father’s Name : Viswanathan N M**
* **Mother’s Name : Geetha Viswanathan**
* **Marital Status : Married**
* **Spouse Name : Amrutha Nithin**
* **Date of Birth : 10th Feb. 1994**
* **Sex : Male**
* **Nationality : INDIAN**

**POST APPLIED FOR**

* **RECEPTIONIST**
* **SALES**
* **CUSTOMER CARE EXECUTIVE**
* **FRONTOFFICE OR BACK OFFICE**
* **INVENTORY**
* **DOCUMENTARY CLERK**

**PERSONAL QUALITIES**

* **GREAT CREATIVITY**
* **CONFIDENT**
* **HARDWORKING & CO-OPERATIVE**
* **CAPABLE TO WORK UNDER ANY CONDITIONS**
* **FRIENDLY&POSITIVE THINKING**
* **QUICK ANALYSIS & DETERMINATION**

**LANGUAGE SKILLS**

* **TO SPEAK ,**

**ENGLISH, HINDI, TAMIL&MALAYALAM (MOTHER TONGUE)**

* **TO READ ,**

**ENGLISH&MALAYALAM**

* **TO WRITE,**

**ENGLISH&MALAYALAM**

**PASSPORT DETAILS**

* **Passport Number : P8064066**
* **Place of Issue : KOZHIKKODE**
* **Date of Issue : 10/04/2017**
* **Date of Expiry : 09/04/2027**

**DECLARTION**

**I HERE BY DECLARE THAT ALL THE DETAILS MENTIONED ABOVE ARE IN ACCORDANCE WITH THE TRUTH AND FACTS AS PER MY KNOWLEDGE AND HOLD THE RESPONSIBILITY CORRECTENESS OF THE ABOVE MENTIONED PARTICULERS.**

**DATE : NITHIN N.V**

**PLACE :**