



SANTHOSH KUMAR

CASHIER CUM ACCOUNTS ASSISTANT/
STORE KEEPER/
SALES ASSOCIATE.

PERSONAL PROFILE

Extremely motivated to constantly develop my skills and grow professionally. I am confident in my ability to come up with interesting ideas.

CONTACT



Dubai - UAE
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santhosh kumar

DOB : 17.04.1984

EDUCATION

Calicut University - Kerala,India
Bachelor of Commerce, 2004

SKILLS

- M S Office
- Internet & Email
- Tally 9 Erp

Language Known

Speak : English,Hindi,Malayalam and Arabic (Beginner)
Write : English,Hindi and Malayalam

WORK EXPERIENCE

1.Chiyang Restaurant - Dubai,UAE - Cashier cum Accounts Assistant

JAN 2019 TO PRESENT

- Receiving payment from customers using mode as cash,debit cards, credit cards etc.
- Posting and processing journal entries to ensure all transaction are recorded.
- Updating accounts receivable and issue invoices.
- Ensuring high level of customer satisfactions through excellent sales service.
- Maintaining store facilities ensure smooth function.
- Made arrangements and placed orders for new stock and supplies whenever necessary.

2.Take & Go Turkish Cafeteria - Cashier Cum Accounts Assistant/ Store Keeper

Abu Dhabi,UAE - June 2016 To Sep 2018

3.Al Shams LLC - Cashier / Store Keeper / Sales Associate - Dubai,UAE-March 2014 To May 2016

4.Technical Engineers - Supervisor / Accounts Assistant Kerala,India-March 2005 To Dec.2013