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**Nasser Adil Tato**

Habib Almunawer St.Farwaniya Kuwait

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Mobile # **60659295**

Visa ; 18, transferrable

**Objectives:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 I accept challenging rules, and I am able to work with a little or no supervision, I produce maximum volume of work and fresh ideas to improve my performance for a better work output.

**Apply position:**

**Salesman/ casher, customer service. Waiter**

**WORKING EXPERIENCE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Waiter, SeyamiUstaRestaurant, Turkeys Restaurant,April 2016 to November 2022**

**Duties**

* Greet customer and escort to their tables,
* Present menu and provide detailed information about the food and ingredients
* Prepare tablesby setting up**,** linens silverware, plates, and glasses.
* Offer menu recommendation upon request.
* Up selling and additional products.
* Take accurate food drinks,orders using POS ordering software order slips or memoration.
* Communicate order details to kitchen staff.
* Arranged tables and setting and maintain a tidy dinning area.
* Deliver checks and collect bills payment.
* Carry dirty plates, glasses and silverware to kitchen foe cleaning.
* Provide excellent customer service to the guest.

**Food Production And Packaging.Protein box company, Kuwait,January 2015 to March 2016**

**Duties;**

* Receive food items and ensure appropriate storage.
* Ensure that all raw food items received are of good quality and appropriate quantity.
* Ensure that the same type of food items are stored together.
* Unpack cans and cartons and Count and record food items.
* Make sure that frozen food items are stored and rotated properly.
* Participate in packaging and assembling food items.
* Ensure that food products are processes and prepared by following standards of cleanliness and hygiene.
* Clean counters and floors to ensure a safe working environment.
* Perform duties on the packaging line by loading and adjusting items.
* Label packaged food items appropriately.
* Ensure proper labeling of finished items and ensure that they are package properly.

**Salesman.Body Center perfumes Co. Kuwait.September 5, 2012 to December 27, 2015**

**Duties;**

* To ensures that the shop are kept clean and tidy at all times.
* Proactively sought out customers to assist across sales floor.
* Enthusiastically conversed with customers about purchases needs and available products.
* Escorted customers to products. Answered questions about uses and make sure all questions were answered and no additional help was needed.
* Prepared for promotions by rearranging stock, adding signage, and retagging merchandise.
* Preparing inventory and sales report.
* Responsible for the casher, and cash deposit in the bank.
* Computer proficiency in Microsoft word, excel, outlook, power point, and internet explorer.

**bydaaalkaleej co. Kuwait.Ride and games InchargeSalwa Fun Games.June , 2008 – August 2012**

* Enforce rules and regulations of recreational facilities to maintain discipline and ensure safety.
* Manage the daily operations of recreational facilities.
* Great new arrivals to activities, introducing them to other participants, explaining facility rules and encouraging participation.
* Complete and maintain time and attendance forms and inventory lists.
* Assist and attend customer complaint.

**Sales Man Sta.Lucia East Grand Mall assigned department store,Cainta Rizal Manila, Philippines.May 2006 to April 2008**

**Duties.**

* Ensuring that retail items are attractively displayed.
* Assisting customers in the selection and purchase of retail merchandise.
* Implementing sales plans to achieved agreed targets.
* Maintaining the highest level of the store operations and standards.
* Taking time out to thoroughly learn about the company’s products and services.
* Price and marking items.
* Assisting with store opening and closing duties.
* Spending many hours walking and standing.
* Maintaining a net, clean and inviting shopping environment.
* Helping out with display maintenance, shelf maintenance and store housekeeping.
* Taking part in a department wide team meetings.

**Sales Man Southseas Mall/ Cotabato City,, Philippines, January 2004 to April 2006**

**DUTIES;**

* Welcome customers by greeting and offer them assistance.
* Assist customers in making selection from the diverse range of products available.
* Build customer confidence by offering them suggestion and opinions.
* Documents sales by creating and up-dating customer profile records..
* Answer queries from customer.
* Report problems and discrepancies to the supervisor or manager of the store.
* Give guidance and advice to customers and product selection.
* Keep the store tidy and clean by hovering and mopping it daily.
* Be on the lookout for fraudulent credit cards , shoplifters, etc.

**Skills**

* Highly skilled in customer service and can communicate effectively with clients.
* Strong customer service and interpersonal skills.
* Proficient with computers, learns new software systems with ease.
* Self motivate and possess a strong desire to succeed and meet goals.

**PERSONAL BACKGROUND:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_**

Date of Birth : 12 June 1979

Nationality : Filipino

Sex : Male

Civil Status : Married

Religion : Islam

Height : 5,6 ft

Language spoken : English, Arabic, tagalong

Educational Qualification : College Graduate

**PASSPORT DETAILS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_**

Passport # P4249915B ; Expires on 17 DECEMBER 2029

Civil ID # 279061208148 ; Expires on 30 MAY 2023

**EDUCATIONAL BACKGROUND:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**School Course Level Course**

1.Cotabato City State Polytechnic College College Graduate Bs in commerce Major in

 Management.

2. Sultan Kudarat Islamic Academy 1994 - 1998 Diploma

3. Katidtuan Elementary School 1986 – 1994 Diploma

**DECLARATION:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*I hereby certify that all the foregoing entries here presented which best described are true my experience and professional qualification are correct to the best of my knowledge and belief.*

**Nasser A. Tato**

 Applicant