

MANEESH.T.K

✉ manumaneeshakd18@gmail.com

☎ +973 - 36924693



CAREER OBJECTIVE

To obtain employment with a company that offers a positive atmosphere to learn and implement new skills and technologies for the betterment of the organization.

WORK EXPERIENCE

Company name	: Times World WLL
Country name	: Kingdom of Bahrain
Occupation	: Sales executive
Specialization	: Branded watches
Date of joining	: 01.07.2018, still working
National id	: 960425390
R p no	: 4451482
R p issue date	: 01/07/2020
Expiry date	: 30/06/2021

JOB DESCRIPTION

- Selling branded watches like Citizen , G-shock , Casio , Fossil etc.
- Issuing purchase order.
- To ensure good relationship with consumers.
- Providing good support , latest information and guidance.
- Prepares reports by collecting ,analyzing and summarizing information.
- Presentation skills , Energy level , Negotiation , Meeting sales goals , Creativity , sales Planning and Motivation for sales.
- Stock control , monthly and Annual stock taking.

ACADEMIC PROFILE

- ❖ **BBA 1st YEAR (Appeared)**
- ❖ **DIPLOMA IN SHIPPING , LOGISTICS & RETAIL MANAGEMENT**
- ❖ **HSC**
- ❖ **SSLC**

COMPUTER SKILLS

- ❖ MS EXEL
- ❖ MS WORD
- ❖ TALLEY ERP 9

Topics Covered

- ❖ Demand Forecasting
- ❖ Purchasing and Sales
- ❖ Inventory Control
- ❖ Operation at work
- ❖ Warehousing and Material Handling
- ❖ Packaging and Distribution
- ❖ Transportation, Shipping, Import and Export
- ❖ Customer Service

SKILLS

- ❖ Hard working
- ❖ Honesty
- ❖ Good Communication
- ❖ Creativity
- ❖ Team work
- ❖ Arrangement of stock
- ❖ Leadership and management skills
- ❖ Boosted sales by 9% by editing and revising work procedures with management.

HOBBIES

- ❖ Reading & Writing
- ❖ Learning new things
- ❖ Fitness activities
- ❖ Swimming
- ❖ cooking

LANGUAGE SKILL

- ❖ ENGLISH (READ,WRITE,SPEAK)
- ❖ HINDI (READ,WRITE,SPEAK)
- ❖ MALAYALAM (READ,WRITE,SPEAK)
- ❖ TAMIL (SPEAK)
- ❖ ARABIC (SPEAK NUMBERS)

PERSONAL DETAILS

Date of birth : **01-04-1996**
Sex : **Male**
Marital Status : **Single**
Nationality : **Indian**

Passport

No : **S 0278919**
Date of issue : **17/04/2018**
Date of expiry : **16/04/2028**

Permanent Address

S/o Raghavan k k
Trikaripur Kitaran Veettil
Alakkad
Po-Kankol
Via-Payyannur
Kannur (Dist)
Kerala, India.
PIN: 670307

Communication Address

1008 Building
3839 Road
0738 A'Ali , Manama
Bahrain

DECLARATION

I hereby declare that the details furnished above are true to the best of my knowledge.

PLACE :
DATE :

YOURS SINCERELY,
MANEESH T K