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|  |  | Dinoop Gopalan  Senior Retail Executive |
| Profile Diligent, proactive retail sales associative with hands-on experience in effective merchandise presentation and persuasive selling skills. My **4.8 years** of sales experience can be fully utilized to improve sales bottom line and the company revenues. Contact Phone  **973-33752583**  Email [dinoop195@gmail.com](mailto:dinoop195@gmail.com) Basic Info **CPR**  : *910532591*  **Marital**  : *Married*  **Nationality** : *Indian*  **Languages** : *English, Hindi,*  *Malayalam, Tamil*  **HIGHLIGHTS**   * ***Strong Communication Skill*** * ***Cash Handling Accuracy*** * ***Organized*** * ***Time Management*** * ***Inventory Control*** * ***Proficient in MS Office*** * ***Knowledge of ERP tools*** * ***Knowledge of SAP*** |  | EDUCATIONDoing Bachelor of Business Administration (BBA)Diploma in engineering MPTC Vadakara, India 2011 Higher Secondary K.K.M.G.H.S.S, Orkkatteri, India 2008    SSLC K.K.M.G.H.S.S, Orkkatteri, India 2006 WORK EXPERIENCE*Sharaf DG* Retail Executive OCT 2015 – Present    **Responsibilities:**   * Good organization skills with the ability to handle multiple tasks such as Cashier and Retail Sales. * Ensure proper coverage and availability of products * Follow up to new policy and Company promotion * Meeting up proper quarterly appraisal percentage, and gaining above 90% of sales target * Helps customer make selections by building customer confidence, offering suggestions and opinions * Ensure implementation of the Plano-gram on all products * Follow up the product ageing list accordingly to sale priority * Arranging my correspondent department with   up to date price and stocks |

#### *HCL Services Ltd* ,INDIA System Administrator

May 2011 – June 2015

**Responsibilities**

* Installing and configuring desktop, printer, accessories
* Handling site support
* Handling windows and VMware
* Handling customer issue and solving
* Network configuration and troubleshooting

***Personal details***

Date of Birth : 19 – May – 1991

Gender : Male

Passport No : J7621929

Address : Flat #21, Building#2539, RD#2138, Blk#321, Gudaibiya

Bahrain driving license : Yes

***Declaration***

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

Knowledge and belief.