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|  |  | Dinoop GopalanSenior Retail Executive |
| ProfileDiligent, 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.ContactPhone  **973-33752583**Email dinoop195@gmail.comBasic 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 2011Higher Secondary K.K.M.G.H.S.S, Orkkatteri, India 2008 SSLC K.K.M.G.H.S.S, Orkkatteri, India 2006WORK EXPERIENCE*Sharaf DG* Retail ExecutiveOCT 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.