



NAUFAL THAYA VALAPPIL

Date of Birth : May 10, 1982
Gender : Male
Birth Place : Kannur, Kerala

CONTACT

📍 UAE Address : Dubai Deira

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SKILLS

- ❖ Hardworking and determined
- ❖ Fast learner with tasking capabilities
- ❖ Excellent Communication skills
- ❖ Decision making
- ❖ Ability to work under pressure in fast paced environment & manage multiple tasks

LANGUAGES

	Read	Write	Speak
English	✓	✓	✓
Hindi	✓	✓	✓
Urdu			✓
Malayalam			

CAREER OBJECTIVE

To seek a challenging career opportunity in administration that would offer Good atmosphere to learn, grow and apply my skills for achievement of personal advancement and organizational tasks.

ACADEMIC BACKGROUND

- ❖ 1996 - 1997 SSLC (10th) class
Kerala State Board Examination

EXPERTISE

- ❖ 2010 - 2020 DUBAI, UAE
OFFICE ASSISTANT & OFFICE BOY(SAMRA JEWELLERY)
 - Recommended merchandise to customers based on their need and preference
 - Contacted other store locations to determine merchandise availability
 - Completed all cleaning & making coffee and tea
 - Stockings and organizing tasks in assigned sales area
- ❖ 2008 – 2009, Kannur, Kerala
STORE KEEPER (Nut's Marketing)
 - Knowledge of goods or materials in assigned storeroom
 - Knowledge of inventory principles and practices
 - Repairing time sheet of the staff and storekeeper
 - **Maintain proper documents like receipt and issue**
- ❖ 2007– 2008 – Kannur , Kerala
SALES MAN (CENTURY FASHION CITY)
 - Sales and marketing strategies
 - Client presentation
 - Lead generation
 - Business Development