

ALEX K GARVASIS

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Objective

Now looking for a new & challenging position one which will make best use of my existing skills and experience and also further my development.



Personal Details

Date of Birth : 22/07/1990

Marital Status : Married

Nationality : Indian



Education

Madhurai Kamaraj University

2013-2015

Master of Commerce

Kannur University

2010-2013

Bachelor of Commerce

Navajyothi College, CHERUPUZZHA

2009

Higher Secondary Examination

St.Marys School CHERUPUZZHA

2007

S. S.L.C



Experience

MARUTI SUZUKI INDIA LTD.

03/2013 - 10/2013

Sales Executive

Dealing with customers and provide their needs With short time.

Collect cheques and payments by customers for financiers.

Dealing customers, about Vehicle loans and Insurances etc...

Field works.

Customer Services.

JPC & Associates

05/2015 - 12/2016

Accounts Trainee

Asst. Chartered accountant to company audit.

To verify daily Opening and closing balance.

Verifying bills and vouchers.

Voucher creation.

Verifying companies cash book.

Elite Group of Companies

01/2017 - 07/2018

Supervisor cum Accounts Executive

To ensure that the Quantity and Quality of the products.

Billing the Received items from the vendors.

Payments to the retailers.

Transferring Cash and Cheque to the Head office.

Handling daily cash transactions.

Ensure the Expiry date of the products.

Display the items.

Check the floor and rack are cleared etc...

Orocleanx Marketing Division. HO-Zero Degree. P.B.No.45814-U.A.E.

07/2018 - 02/2019

Store Manager

GAYLORD SANITARIES PVT.LTD

02/2019 - 04/2020

Floor Manager

KALARICKAL FURNITURES & CO.

05/2021 - 12/2021

Supervisor cum Cashier



Skills

Honest,hardworking with result oriented, morally strong, optimistic, extreme patience,adjusting and self-motivated person. Have effective team work ability. Can perform the duties smoothly without supervision, even under stress and strain and adverse circumstances.



Activities

Driving(IndianLicense),Reading Books,Playing Volleyball... More than 12 years of experience in the field of Volleyball like Trainee, Player, Captain & Refree. KCYM Cherupara Team Captain Navajyothi college Team Player.



Languages

English,Malayalam,Hindi&Tamil



Declaration

I hereby that all the informations furnished above are correct and best to my knowledge. If you given a chance, I would try my best to come true to your aspiration.

Place:

Alex.K.Garvasis

Date: