



VISHNU PRASAD NELLONU KANDIYIL

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Location: Dubai-United Arab Emirates

PERSONAL DETAILS:

Date of Birth: 09/10/1996

Gender : Male

Marital Status: Single

Religion: Hindu

Nationality: Indian

PASSPORT DETAILS:

Passport #:T4204704

Date of Issue: 30/05/2019

Date of Expire: 29/05/2029

Visa Status: Visit Visa (3) Months

EDUCATIONAL

QUALIFICATION:

Bachelor in (English) from
"Calicut University"-(Kerala-
India)

Higher Secondary Education
Certificate from-(Kerala-INDIA)

COMPUTER SKILLS:

Ms Office, Excel & PowerPoint
Internet Browsing Knowledge
Others Basic Computer Operating
Knowledge

PROFESSIONAL SKILLS:

Skills of communication in career
Very Energetic result oriented and
organized.

Good communication skills.
Practical Skills For Using Tools
Ability to work long hours and
Under Pressure.

Pleasant personality, self –
motivated and hard working.

LANGUAGES KNOWN:

English: Reading, Writing,
Speaking

Hindi: Good Speaking Known

Tamil: Good Speaking Known

Malayalam: Mother Language

CAREER OBJECTIVE:

A Suitable position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience a place where I can encourage and permitted to be an active participant as well vital contribute on development of the company

PROFESSIONAL WORK EXPERIENCE:

Storekeeper

MSC (MEDITANIAN SHIPPING COMPANY) | Germany

01 Year

Job Duties & Responsibilities:

- Check inventory records for accuracy
- Compile reports on various aspects of changes in production or inventory
- Keep records of items shipped, received, or transferred to another location
- Find, sort, or move goods between different parts of the business
- Ability to maintain work schedules and uphold work standards
- Knowledge of standard practices, procedures, and equipment used in the receipt, storage,
- Requisitioning and disbursement of supplies and materials
- Knowledge of training and supervising techniques and employee policies and procedures.

Customer Service Representative

TATA AIA | Kerala-India

06 Months

Job Duties & Responsibilities:

- Engages in superior customer service by making information readily available
- Persists in sales even in the face of failure
- Demonstrates products and services as deemed necessary by clients and management
- Schedules appointments and meetings as necessary
- Answers questions from clients
- Finds ways to sell products in the face of a down market
- Researches client base to find new types of customers and sells to them accordingly
- Creates a plan for gaining customers and then retaining them based on warranties or guarantees

DECLARATION:

I hereby declare that above mentioned details are correct to the best of my knowledge.

Vishnu Prasad Nellonu Kandiyil

