



KIRAN KARUNAKARAN

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Email :kirankarunakaran93@gmail.com

PERSONAL DETAILS

Date of Birth : 20.07.1993

Sex : Male

Marital Status : Single

Nationality : Indian

Languages Known : English, Hindi,
Arabic and Malayalam

Passport Details

Passport Number : M1647184

Visa status : On Visit visa Until : 03-
01-2022

Date of Issue : 26.08.2014

Date of Expiry : 25-08-2024

UAE Driving License

License No: 2788302

Valid Until : 29/06/2024

COMPUTER PROFICIENCY

- MS Excel
- MS Word

ACHIEVEMENTS

- Promoted as Security officer

CAREER OBJECTIVE

A hard working, determined and driven professional who has a strong desire to excel in everything. Able to bring an organized and systematic approach to any role, and on a more personal level. Able to maintain excellent working relationships with colleagues and customers alike. Regularly delivering above and beyond expectation. Now looking for a suitable position with an entrepreneurial company where new ideas are welcomed and key decision-making is required.

WORK EXPERIENCE

C – Store Sales Attendant

ADNOC Distribution – Abu Dhabi – Jan 2022 to till date.

- Undertake a variety of tasks related to C-Store services.
- Handling Cash/Credit Card payments/other payment types, operating the cash point.
- Storage and stock keeping.
- Supportive for the effective store operations.

Sales Representative

WATERMASTER – 2020 – 2021, Kerala, India. <http://water-master.in>

- Provides assistance and oversight for large projects.
- Conducts business process assessments and develops new processes for the successful management and execution of projects.
- Develops project-specific financial models and tools to help projects run more smoothly.

Security Officer.

PROFESSIONAL SECURITY SYSTEMS – Abu Dhabi Dec 2014 – 2018 Dec.

- Maintaining the entire Team for different zones for patrolling.
- Assisting the Team for various trainings.
- Maintain good security service to the customers.
- Identify exception cases, escalate whenever required and work towards resolutions.
- Managing the daily activities of the firm. Enforcing the companies' policies, principles, and procedures.

CERTIFICATIONS OF SAFETY • Fire Fighting Equipment’s Training • Smoke Escape Training. • PSBD training • NSI training	EDUCATIONAL QUALIFICATION <table><tr><th>DEGREE</th><th>INSTITUTION</th><th>SUBJECT/SPECIALIZATION</th></tr><tr><td>B.COM</td><td>BACHELORS</td><td>Business management</td></tr><tr><td>STATE</td><td>PLUS TWO</td><td>Commerce</td></tr><tr><td>STATE</td><td>SCHOOLING</td><td></td></tr></table>	DEGREE	INSTITUTION	SUBJECT/SPECIALIZATION	B.COM	BACHELORS	Business management	STATE	PLUS TWO	Commerce	STATE	SCHOOLING	
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B.COM	BACHELORS	Business management											
STATE	PLUS TWO	Commerce											
STATE	SCHOOLING												
	PROFESSIONAL SKILLS • Good monitoring skills • Have knowledge on commercial service to provide and protect client • Having a good customer relationship. • Having experience as a team • Have good language proficiency • Have a wide knowledge on HSE rules. • Ability to function in almost any scenario and go the extra mile to get the job done. • Exceptional leadership and team building qualities in the training, mentoring, motivating and supervising • Access control on vehicle and people movement. • Fluent in Arabic.												

REFERENCE :Available upon request

I hereby declare that all the above information is true and best of my knowledge.

Date:

Place:

KIRAN KARUNKARAN

