



SIBIN LAWRENCE D'SOUZA

Contact

Address

Dubai -U.A.E

Phone

0566634289

Email

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DOB

02.11.1997 (Age 25)

Nationality

Indian

Visa Status

On Visit Visa till 20.03.2022

Additional Skills

- MS Excel
- MS Word
- MS Powerpoint
- Good Communication Skill

Professional Summary

Seeking a challenging position in a progressive company that allows career development and provides challenging work environment. To constantly learn and utilize my skills and abilities to add value to the organization and apply the knowledge thus acquired, with an eye on quality.

Work Experience

11/2021 - 12/2022

Majestic Storage Company Pvt Ltd, Kerala, India

Store Keeper,

- Keeping a record of sales and restocking the store accordingly.
- Planning promotional campaigns for new products or specials.
- Refuse acceptance of damaged, unacceptable, or incorrect items.
- Follow standards for issuing & receiving stock within the store's area of operation.
- Monitor and take inventory on regular basis to compile orders based on par levels or needs.

09/2020 - 10/2021

Muthoot Microfin, Kerala, India.

Sales Executive,

- Generate new customer leads through various channels.
- Ensure customer satisfaction through regular engagement.
- Resolve customer queries/issues and facilitate customer service.
- Achieving the monthly sales targets, assigned to him/her, for various products and services.
- Maintain periodic status reports, including daily activity report and calls/follow-ups made.

Education

05/2018 - 03/2021

BTTM (Bachelor's Degree)

Languages

English	—
Hindi	—
Malayalam	—