



CONTACTS



BIN SHABIB MALL,
AL QUSAIS, UAE



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EDUCATION

BACHELOR OF COMMERCE

Osmania University
Hyderabad.

PLUSTWO

Hyderabad Board of Higher
Secondary Examinations.

SSC

Hyderabad Board of Public
Examinations.

PERSONAL DATA

Father's Name : ABDUL JAMEEL
Gender : Male
Religion : MUSLIM
Date of Birth : 05 JULY 1999
Marital Status : SINGLE
Nationality : INDIAN

PASSPORT DETAILS

Passport No : T6130172
Date of issue : 2907/2019
Date of Expiry : 28/07/2029
Place of issue : Hyderabad
Visa status : Employment

ABDUL ADIL

PROFESSIONAL PROFILE

I am disciplined, dedicated and a hardworking man with an ability to easily adapt to changing work environment. I also work under deadlines and a part of a team with multi-task operations. Confidence and positive thinking and high initiative with strong self-management skills.

EMPLOYMENT HISTORY

RALS HYPERMARKET, UAE

FMCG & NON-FOOD SUPERVISOR.

JANUARY 2021 - PRESENT

- ✓ Setting weekly sales goals and objectives and implementing strategies to see met targets.
- ✓ Deal with general customer complaints and help customers enjoy their experience in the store.
- ✓ Arranging items for the promotion of the store every week.
- ✓ Ensure that my section have sufficient stock of various products and that the products are priced correctly. Oversee several sales activities aimed at increasing sales.
- ✓ Do report to compile data ranging from product to performance of sales.

RAMLA HYPERMARKET, DUBAI

INCHARGE- FMCG & NON-FOOD

2019 - 2020

- ✓ Ensure Stock Availability Every day and making Purchase orders.
- ✓ Every Day Should Checking Warehouse Stock Comparison Report and which is the New Product Came in the Warehouse. Should Order and Display in the Selling Area.
- ✓ Should check which is the Fast-Moving Products in the Selling Area and Make Sure More Quantity Available in the Selling Area.
- ✓ Ensure which is the Dead Stock. Make it Return to Suppliers or Create Big Offers and Clear the Stock.
- ✓ Coordinate with Team.
- ✓ Creating monthly target, discuss how to increase sales with team. Motivating my team.
- ✓ Deal with All customers complaints and help customers.

Reliance Digital store (India)

STORE INCHARGE February 2013 - November 2016

- ✓ Should have to check which fast moving product in the selling area is.
- ✓ Deal with all customer complaints and help customer.
- ✓ Greet customer with smile and very polite behavior.

TECHNICAL QUALITIES

- ✓ Professional experience in iTrade
- ✓ Good working knowledge in PDT
- ✓ Well versed with Microsoft Office (MS Word, MS Excel, MS PowerPoint)
- ✓ Data entry, emailing writing and internet

ACHIEVEMENTS

- ✓ Set up a complaint handling procedure that reduce times and increased customer satisfaction.
- ✓ Achieved Best Display Award 2020 Ramla hypermarket Jebel Ali.

SKILLS AND ABILITIES

- ✓ Ability to work in a team.
- ✓ A talent for motivating others.
- ✓ Good communicator
- ✓ Excellent customer service skills
- ✓ Ability to remain calm under pressure
- ✓ Being able to adapt to challenging situation
- ✓ Confident
- ✓ A sense of responsibility
- ✓ Ability to make decisions
- ✓ Ability to analyze sales figures
- ✓ Understanding of retail law, security as well as health and safety

LANGUAGES KNOWN

- ✓ English , Hindi , Urdu , Telugu , Arabic

DRIVING LICENCE DETAILS

Holding a Manual UAE Driving license

- ✓ **Driving license No :- 4459631 (DUBAI)**
- ✓ **Name :- Abdul Adil Indoor**
- ✓ **Issue Date :- 24-03-2023**
- ✓ **Expiry Date :- 24-03-2025**

DECLARATION

I hereby declare that all the details finished above are true and to best of my knowledge.
So, I am applied for suitable post in your company.

ABDUL ADIL