

# ADARSH PRABHAKAR

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## Permanent Address

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## Personal Information

**Father's Name:** Prabhakaran Pillai M

**Date of Birth:**10/09/1992

**Sex:** Male

**Nationality:** Indian

**Marital Status:** Single

**Passport no:** C2458504

**Languages:**

English

Hindi

Tamil

Malayalam

## Career Object-ive

Wish to be associated in a progressive organization that gives me scope to update -my knowledge and skills in accordance with the latest technologies and- to be a part of a team that is dynamic and would work towards the growth of the organization and would empower my resources.-

## Career Summary-

- A dynamic and sincere professional with unmatched skills having experience of Business Administration.
- Excellent knowledge about Tally.
- Excellent Knowledge about MS Office.

## Academic Qualification

- BBA from MG University, Kottayam, 2010- 2013.
- HSE from Govt. H.S.S Punalur, Kollam, Kerala 2010
- S.S.L.C from St. Mary's HSS, Kottarakara, Kollam, Kerala 2008.

## Certifications-

- Certificat-ion in Tally ERP 9
- Certificati-on in SAP FICO

## Experience

- Sales associate in Kecheril finance, Trivandrum 2015-18
- Storekeeper WH Trading, Hamriyah freezone, Sharjah, UAE.-2018-2019
- Accountant & BOH in Reliance trends Punalur.2019-2022
- Department manager(Sales)–Max Fashion Limited ( Lifestyle international group)2022-2023
- Store Manager – Lenskart Pathanamthitta(2023-present)

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## SUMMARY OF ATTRIBUTES

***Time Management Skills:*** Able to prioritise and organise my time effectively to cover workloads and meet deadlines.

***Communication Skills:*** Proven ability to communicate effectively with people from all walks of life and at varying levels within an organisation.

***High Adaptability:*** Proven ability to adapt the various techniques used in the industry And to update myself with the latest techniques in the field.

***Personal Attributes:*** I am loyal, hardworking, trustworthy and always willing to assist other staff in completing tasks as required. I gain satisfaction from interfacing with people and 'going the extra mile' with my service to ensure customers and work colleagues are completely satisfied.

***Interpersonal Skills:*** In former positions I have actively and successfully resolved concerns by listening to all relevant information and taking appropriate action to achieve a 'WIN/WIN' outcome for all concerned. I value cultural diversity and enjoy interacting with people from other cultures.

### Reference

Reference will provide upon request.

### DECLARATION

I hereby declare that the above-mentioned information is true and correct up to the best of my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place: Vilakkudi

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