

INDRA BAHADUR SUNAR

DUBAI, UAE

Mob: +971555099245

Email: indrabindu96@gmail.com



Position Desired: Sales Assistant

Career objective:

I am seeking a sales-oriented position that enables me to utilize, fortify, skills and personal Qualities that I currently have and to make real, tangible difference in the company that I work for. I have always been an extremely hands-on practical and energetic worker and am very experienced with providing excellent customer service at all times and in all circumstance. I have a “can do” attitudes, and I enjoy overcoming challenges.

Work Experience:

French Collection (FCUK), Mall of the Emirates Dubai, UAE

Sales Assistant

Feb 2017 – Present

Pokhara Jewellery Shop, Nepal

Sales Assistant

2012 - 2016

- Opening up and closing the shop for two days a week.
- Assisting with the day-to-day running of the shop.
- Meeting and Greeting customers with respect and tailoring services and selected products to meet their needs and expectation.
- Handling customer payments, refunds, complaints, compliments, etc.
- Meeting sales targets and marketing the company’s special offers.

Profile:


- ✓ Have good interpersonal communication skills.
- ✓ Highly trustworthy and committed to professionalism.
- ✓ Responsible for workload that will be given by superior.

- ✓ Hardworking and willing to render overtime if needed and can work under pressure.
- ✓ A good team player that can deal with different kind of people at all level.
- ✓ A fast learner with minimal supervision.

Skills:

- ✓ Excellent interpersonal and Communication skills.
- ✓ Outstanding persuasion and Negotiation skills.
- ✓ Being able to relate to and provide service for customer needs and requirements.
- ✓ Deep knowledge of the selling process and the ability to put it into practice.

Educational attainment:

 **School Leaving Certificate (SLC), Shree Chandra Higher Secondary School Ghiring Sundhara Tanahun Nepal**

 **Diploma in Business Management, Janajoyti Higher Studies college, Bhimad Tanahun Nepal**

Personal details:

Civil Status	:	Single
Birth Date	:	17 May 1996
Nationality	:	Nepali
Language	:	English, Nepali & Hindi
Passport No.	:	08784144
Passport Expiry	:	11 May 2025
Visa Status	:	Employment Visa

Declaration:

I hereby declare that the information given is correct to the best of my knowledge and that I have not withheld any information which may affect my suitability for employment.

INDRA BAHADUR SUNAR