



## CONTACT

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📞 +971 569813960

✉️ anoopenanu98amma@gmail.com

📍 Burdubai rolla street UAE

License No : 4750034  
UAE VALID

## EDUCATION

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2018-2019

### HOSPITALITY MANAGEMENT

- Institute of hostel management & catering technology - Trivandrum

2015 - 2017

### HIGHER SECONDARY

- M.C HSS Higher secondary school - Trivandrum kerala

## SKILLS

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- Customer service
- Problem solving
- Teamwork
- Time Management
- Navigation
- Effective Communication
- Critical Thinking

## LANGUAGES

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- English
- Hindi
- Malayalam
- Tamil

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## STORE KEEPER/DRIVER

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## PROFILE

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I am a dedicated, organized and methodical individual. I have good interpersonal skills, am an excellent team worker and adaptable to all challenging situations . I am reliable and dependable and often seek new responsibilities within a wide range of employment areas. I have an active and dynamic approach to work and getting things done. I am determined and decisive. I identify and develop opportunities.

## WORK EXPERIENCE

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- **STORE KEEPER / DRIVER** 2023 - PRESENT  
Chandran Gurukkul ayurvedic clinic -Burdubai
  - Maintain receipts,records, and withdrawal of the stockroom.
  - Delivering medicines and product to branches and updating files.
  - Inspect deliveries for damage or discrepancies ,
  - Ensure the conformity of products received and delivered.
  - Recording the tracking and data .
- **TRAVEL DESK SUPERVISOR** 2021 - 2023  
O By Tamara leisure experience - kerala
  - Determine clients needs and preference such as schedules and costs.
  - Establish work schedules and procedures and coordinate activities with other work department.
  - Conducting training sessions and fostering professional development.
  - Curating and coordinating travel needs for Clint's
- **FLOOR ASSISTANT & TRAVEL DESK** 2020 - 2021  
The Raviz kovalam - kerala
  - Maintaining high standards and attention to detail in housekeeping operations.
  - Ensuring the cleanliness and organization of the store,assisting customers with their needs, and maintaining a positive and welcoming atmosphere for all customers.

## DECLARATION

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I hereby declare that all the above information is correct and accurate. I solemnly declare that all the information furnished in this document is free of errors to the best of my knowledge.