

Sultan Ahmed

Hard-working parts advice professional experienced in stock supply and management. Sourced cost-efficient inventory through reputable suppliers to maximise quality and profit potential. Well-versed in handling a high volume of cash on a daily basis in bank settings. Knowledgeable about managing financial transactions, preventing fraud and complying with various security acts and regulations. Looking for a new position with room for advancement where sales abilities and a results-oriented nature will be highly valued.



✉ ahmedsultan7659@gmail.com

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📍 Dubai, UAE

PERSONAL INFORMATION

Age - 24 Years

S/O - Lt Hussain Ahmed

WORK HISTORY

February 2023 to Current

iPhone Spare Parts Warehouse Operator

Mobiking Phones fzco , DAFZA, Dubai, UAE

- Checked incoming parts against delivery notes to limit stock discrepancies.
- Stored incoming inventory in correct locations for organised stock access.
- Entry for the purchased items in tally prime.

October 2022 to February 2023

Sales Assistant

Suhana Collections, Mumbai, India

- Provided service with a smile, offering courteous, helpful advice to best meet customer needs.
- Accepted and processed cash, cheque, card and mobile payments using POS systems.

March 2021 to August 2022

Bank Teller (Part time)

State Bank of India (CSP), KARIMGANJ, ASSAM, ASSAM

- Oversaw all transactional services, including bank deposits, monetary withdrawals, financial transfers and account opening for the customer.

November 2021 to November 2022

Online Seller

SKYMERT.COM - SELF OWNED WEBSITE, INDIA

- Photographed products , Listing the product & verifying customer payments prior to preparing products for shipment.

SKILLS

- Wordpress
- Website optimization
- Data Entry
- Purchase ledger management
- Cashflow management
- Customer service support
- Banking operations
- Deposit and withdrawal management
- Microsoft Excel
- Stock management
- QuickBooks software

LANGUAGES

Hindi:

Native language

English:

C2

Proficient

Assamese:

B2

Upper intermediate

Urdu:

C1

Advanced

EDUCATION

July 2023

Bachelor of Science Zoology

Assam University, Silchar, Assam, India

PERSONAL DETAILS

Nationality: Indian

Visa Status: Employment visa
(Cancelled)

Gender: Male

Religion: Islam

STATE BANK OF INDIA
CUSTOMER SERVICE POINT

CERTIFICATE OF EXPERIENCE

This certifies that

SULTAN AHMED

has worked in our institution from March 2021 to August 2022 as a **part time** and has gained experience in the **BANK TELLER** field.

Given this on September 2022

BAHARUL ISLAM
Human Resources Manager