



# Babu Kuttan S

📍 Dubai, UAE

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## PROFESSIONAL SUMMARY

To pursue a challenging Career, where skills can be enhanced and knowledge improved through continuous efforts.

## ADDITIONAL SKILLS

- Flexible and well developed interpersonal skills.
- Confident, professional and punctual.
- Self motivated.
- Create a positive work environment.
- Ability to resolve problems quickly, effectively and determining appropriate courses of action for continuous development.

## EXPERIENCE

June 2018 - December 2022

**Retail Sales Executive Superwell Services & Private LTD** | Kollam, Kerala, India

- Billing and Bill Submission.
- Data Entry.
- Cashiering.
- Developing and maintaining a relationship with new customers.
- Help customers with returns and exchange of mobiles and other related accessories.
- Promoting company's products and services.
- Answering to customer questions and placing orders.

## EDUCATION

**Pursuing Bachelor Degree**

Kerala University, Kerala, India

**Pre-University (Computer Science)**

Kerala State Board, Kerala

**S.S.L.C**

Kerala State Board, Kerala

## INTERESTS

Reading Books & Listening to Music

## LANGUAGES

- English and Malayalam