



# Shajeer Mundankandi Chalil

Email thashas639@gmail.com  
Address Liwa Manzil Thazhe Valappil P.O Mavil ayi (via)Mundaloor Kannur Kerala India  
Phone +971557663634  
Date of birth Jan 30, 1988  
Nationality Indian

## OBJECTIVE

Experienced specialist with a passion for delivering outstanding service.

Self-motivated, team player with strong organizational and interpersonal skills.

Always looking to learn new skills, take on extra responsibilities, and grow professionally.

Experienced in training and mentoring new members of staff.

Have worked in busy, pressurized environments where high standards are expected.

## EXPERIENCE

Muscat Oman  
May 2018 - Aug 2023  
**Assistant Manager**  
Joyalukkas Exchange

Enthusiastic and proactive customer service profession with over 5 years of experience in the Money Exchange. And also have good team leading ability in this feild.

Sohar, Oman  
Jun 2010 - Aug 2015  
**Cashier / Accountant**  
Taj al falaj Hyper Market

- Improved relationships between vendors by streamlining accounts payable processes
- Prepared monthly statements by collecting and summarizing data, information and trends
- Coordinated the delivery of information to external auditors at interim and annual audits.

Riyadh, Saudi Arabia  
Feb 2016 - Dec 2017  
**Sales / Cashier**  
Joyalukkas Jewlery

- Assisted customers with inquiries, issues and concerns by providing relevant information in English, Malayalam, Hindi and Arabic
- Assist customers as they choose gold and accessories
- Resolve customer queries and complaints swiftly

Chennai, India  
Jul 2009 - May 2010  
**Customer Service**  
HGSL

- Assisted customers with inquiries, issues and concerns by providing relevant information in English and Hindi

## EDUCATION

Collage of Commerce Kannur  
2005 - 2008  
**Bcom**  
University of Calicut

A.K.G.S.G.HSS PERALASSERY,KANNUR  
1999 - 2003  
**SSLC**  
Gov.t of Kerala Board of public examinations

G-Tec computer education, Kannur  
2009 - 2009  
**Certificate course in computer**  
Board technical education

Handling MS Office, and all the other functionalities of computer

Govt.HSS Chala Kannur Kerala  
2003 - 2005  
**Plustwo**  
Board of HSE

AIT computer education  
2009 - 2009  
**Diploma in accounting**  
Board technical education

## SKILLS

- Leadership
- Teamwork
- Problem-Solving
- Customer service
- Sales

## LANGUAGES

<b>Malayalam</b> Native	<b>English</b> Advanced
<b>Hindi</b> Advanced	<b>Arabic</b> Advanced
<b>Tamil</b> Intermediate	