

**SANDIP PRITAMLAL JINADRA**

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India. Gujarat

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**OBJECTIVE:**

To work with a team, and show my abilities to lead the assignment in the right direction, adhering to the schedule and quality procedures. Communication and interpersonal abilities, to work with all level of staff and management I don't measure success through achievements or awards, but through the satisfaction of my work.

**PROFESSIONAL EXPERIENCE:****❖ AL KARAM AL JEWELLERY LLC. (U.A.E) (GULF)**

❖ Years Of Experience: 22/06/1999 To 22/07/2006

❖ Job Profile: Assist Sales Executive

**❖ MY RESPONSIBILITY**

❖ My key responsibility was to increase the profit of the company by increasing the sales with adding value to the company.

❖ 22K / 21K / 18k Gold And Certified Diamond And Diamond Jewellery Gold Watches

❖ To handle different customers of the company and maintain the customers relation.

❖ To make order with the manufacturer for new design of ornaments looking and full fill customers demands.

❖ Achieving the target of maximum sales

**❖ SACHINAM OVERSEAS TOURISM .LLC (U.A.E) (GULF)**

❖ Years Of Experience : 12/05/2007 To 20/04/2011

❖ Job Profile : Travel Consultant Public Relation Officer

❖ Administrative work relavent Visa, Licence ,All other activities Tour Coordinator  
Travel Desk Handling Inbound UAE Tours knowledge All over UAE Roads

❖ City Tour, Dhow Cruise, Desert Safari,familiar With Guest maintain a the customer relation

❖ **M/S Hot bite food (India)**

- ❖ Years Of Exeprience : 22/06/2011 To 25/12/2015
- ❖ Job Profile Restaurant Supervisor
- ❖ My Responsibility : Cash counter, Stock maintain on Daily basis
- ❖ Transaction summery day by day

❖ **Bhagvati Goldv Art (india)**

- ❖ Years Of Experience : 5/01/2016 To Present
- ❖ Job Profile : ware house Work shop manager
- ❖ Manufacturing Warehouse jewellery work shop managment accounts Day to Day Stock Register maintain Manual stock labeling manually inwards and out words Summery
- ❖ Sale retail and whole sale

❖ **EDUCATIONAL QUALIFICATION:**

- ❖ Secondary School Certificate education from Gujarat board, year 1995

❖ **LANGUAGES KNOWN:**

- ❖ English
- ❖ Arabic
- ❖ Russian
- ❖ Hindi
- ❖ Gujrati

❖ **COMPUTER PROFICIENCY:**

- ❖ Operating System: Microsoft Office

❖ **PROFESSIONAL SKILLS:**

- ❖ Good Innovative & Creative skills.
- ❖ Good communication & team work skills.
- ❖ Good at logical thinking.
- ❖ Confident to undertake any task and complete in given time.
- ❖ Able to work very well in tensed situation also.

❖ **PERSONAL DETAILS:**

- ❖ Date of Birth : 22/06/1979
- ❖ Father's name : Pritambhai P Jinadra
- ❖ Marital Status : Single

❖ **PASSPORT DETAILS:**

- ❖ Driving License No: 927020 (U.A.E) (GULF)
- ❖ Driving Licence No: GJ04 19970075889 (IND)
- ❖ Passport no: R1674229
- ❖ Place of Issue: AHMEDABAD (IND)

❖ Passport Expired Date : 16/07/2027

Here mentioned all the information is confidentially true  
Sandip jinadra