

ABDUL MUNAF

► Flat NO. 9 Mufi Apartment bhutta village ,keamari Karachi, Pakistan
► +92 314 2284123 ► jstmunaf@gmail.com

CAREER OBJECTIVE

Seeking an opportunity to utilize my skills, experience & energy in a professional working environment that offers me career advancement and challenging position in a dynamic organization with the aim to contribute towards organizational success.

ACADEMIC QUALIFICATION

Matric From Board Of Secondry Education karachi

Year – 2005-2006

Inter From Board Of Intermediate education Karachi

Year – 2007- 2008

WORK EXPERIENCE

- 2 year Experience as Sale Associate at My Super Store(Cupola Pakistan)
- 3 year experience as cashier at Park Tower Super market.
- 1 year experience as Check out In charge at Chase Express.

Milestone Super Market. 2017-20

Position : CCO Head Cashier

Responsibilities

- Daily Reporting to Finance Controller
- Main Safe Controlling
- Petty Cash Dealing
- Change Supply Controlling
- Making Audit For Cashiers.
- Sale Controlling.
- Daily Report Of Exchange \ Return.
- Clear The Customers Complains.

Best 1 Super Market. 2020-21

Position : Assistant Manager.

Responsibilities.

- Data Entry.
- Manage floor
- Responsible To Manage All Shortages On Time At Floor
- Making POs And Maintain Vendors Scahdual
- Communicated department Goals To Employees
- Coordinate Target Market For Success Sales

- Prepare Expense & General Vouchers

COMPUTER SKILLS

Operating Systems	MS Office, Web Browsing, Windows Installation , Software Installation
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OTHER SKILLS

- Excellent organizational skills that allow me to multitask effectively.
- Able to work on tasks individually or as part of a team.
- Quick and accurate keyboard skills.
- Fluent in English: Practical knowledge of Speaking, Writing, Reading and Listening in English Language.
- Good knowledge of Microsoft Applications And Can Operate Software About Super Mart Field

HOBBIES/INTEREST

Sports:Playing Football, Cricket and Swimming.

Adventure: Traveling, hiking and photographing beautiful landscapes.

Media: Web Surfing & Watching Movies.

LANGUAGES

Pushto, Urdu, English And Sindhi.

PERSONAL INFORMATION

Name	Abdul Munaf
Father Name	Abdul Khaliq (late)
Gender	Male
Marital Status	Single
CNIC NO.	42301-3974130-3
Address	Flat No.9 Mufi Apartment bhutta village keamari
Email	jstmunaf@gmail.com
Nationality	Pakistani
Cell Number	+92 314 2284123

REFERENCES

Available on request.

