

# PERSONAL DETAILS



- **NAME:** PAREKH NEEL KETAN
- **FATHER NAME:** KETAN CHANDRAKANT PAREKH
- **ADDRESS:** A/1204 GAJANAN HEIGHTS DARBAR  
CHOKDI MANJALPUR VADODARA
- **DATE OF BIRTH :**26/06/1999
- **GENDER:** MALE
- **MARTIAL STATUS:** SINGLE
- **NATIONALITY:** INDIAN
- **RELIGION:** HINDU
- **LANGUAGE KNOWN:** ENGLISH  
HINDI  
GUJRATI  
TAMIL
- **HOBBIES:** LEARNING NEW THINGS ,EXPLORE  
NEW TEMPLES IN ALL OVER WORLD  
,ADVENTURE,HIKING

## PASSPORT DETAILS

NAME	PAREKH NEEL KETAN
FATHER NAME	KETAN CHANDRAKANT PAREKH
EXPIRY DATE	25/10/2031
PASSPORT NO	U4234210

## PROFILE

HIGHLY ORGANIZED AND EFFICIENT INDIVIDUAL WITH A PROVEN TRACK RECORD OF PROVIDING EXCEPTIONAL CUSTOMER SERVICE EXPERIENCE SKILLED IN CASH HANDLING, BUILDING CUSTOMER RELATIONSHIP, OPERATING POS SYSTEM AND PROBLEM-SOLVING CUSTOMERS INQUIRES

## CONTACT

MOBILE NO 9512204568

EMAIL: [Neelparekhk26@gmail.com](mailto:Neelparekhk26@gmail.com)

## WORK EXPERIENCE

### **PART TIME CASHIER AT RELIANCE SMART IN INDIA AT VADODARA GUJRAT FROM THE YEAR DEC 2019 TO MAY 2020**

- Performed opening and closing procedures, such as counting cash register, restocking, and cleaning.
- Handled customer complaints and inquiries in a courteous and efficient manner.
- Kept up-to-date on new products, services, promotions, and pricing structures.
- Provided customers with product information and responded to inquiries courteously and promptly.
- Enforced store safety and cleanliness standards, reducing hazards.

### **CASHIER & SERVICE CREW AT RESTAURANT CHENNAI ARYA IN LITTLE INDIA SINGAPORE FROM THE YEAR MAY 2022 TO JUNE 2023**

- Maintained detailed records of sales, refunds, discounts and other transactions.
- Prepared weekly sales summaries for upper management review along with any necessary action items.
- Followed proper bagging techniques for different types of items such as glassware or frozen food products.
- Prepared beverages and food items according to recipes.

- Developed strong working relationships with fellow team members and supervisors through effective communication and collaboration.

## EDUCATION

DEGREE AND BOARD EXAMS	YEARS	SCHOOL/UNIVERSITY
SECONDARY SCHOOL CERTIFICATE	2013-2014	ST XAVIERS HIGH SCHOOL
HIGHER SECONDARY SCHOOL CERTIFICATE	2015-2016	UPASANA LIONS ENGLISH MEDIUM SCHOOL
BACHELOR OF BUSINESS ADMINISTRATION	2017-2020	PARUL UNIVERSITY
POST GRADUATION DIPOMA IN RETAIL AND SUPPLY MANAGEMENT	2022-2023	BAKING INDUSTRY TRAINING COLLEGE SINGAPORE BUKIT MERAH

## **DECLARATION**

**I HERE BY DECLARE THAT THE ABOVE MENTIONED INFORMATIONS IS TRUE AND TO THE BEST OF MY KNOWLEDGE**

**YOUR FAITHFULLY**

**NEEL K PAREKH**