CURRICULUM VITAE

Narender Singh

H.No-C-1/149,

Aya Nagar, New Delhi-110047

Contact No – 9871652799, 9958918047

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Career Objective:-

To achieve company’s goal and to enhance my skills and my experience for assisting my career as well as company development with latest technologies and new challenges that provide ample opportunities for growth.

Educational Qualifications:-

* 10th passed from CBSE Board Delhi.
* 12th passed from CBSE Board Delhi.

B.A from Delhi University.

Technical Qualifications:-

* Basic Knowledge of Computers.
* MS Exel
* Powerpoint,Ms.Word
* Execellent Knowledge of POS

Work Experience:-

* I Presently working with MASALA LIBRARY by ZIGGS KALRA (A UNIT OF Massive Restaurant Pvt. Ltd) AS A Head Cashier in Janpath New Delhi
* I presently working with Kitchens of Asia (a unit of buddy's restaurant pvt.ltd ) as a Cashier in cyber hub gurgaon.
* Worked with SHIRO Restaurant (JSM CORP.PVT.LTD) as a Cashier From 10th Feb.14 to Oct.14. in Hotel Samrat Chanakyapuri New Delhi.
* One year worked with PUNJAB GRILL restaurant in Ambience Mall
* 3 years worked with Rodeo Restaurant (A Unit of Shervani Hospitalities) as a cashier at MGF Metropolitan Mall Gurgaon.

Computer Skills:-

* Internet.
* M.S. Office

**Job Responsibilities:-**

* **Handling cash management, EDC MACHINES,MAKING SALES REPORTS,**
* **AUDIT REPORTS, CALLS RECIVEING OF VENDERS,BANK DEPOSIT & STORE RECIVING & GOOD KNOWLEDGE OF POS.**

Strength:

* Hard worker, discipline and adoptability to the latest development in the technology very quickly, ability to the work and co-ordination in a team inspiring other with devotion, dedication and Sincere.

Hobbies:

* Listening to Music
* Reading Books
* Playing Cricket

Personal Details: -

Date of Birth : 10th Jan. 1990

Father Name : Shri Ram Niwas

Nationality : Indian

Marital Status : Unmarried

Languages Known : Hindi & English

Sex : Male

Religion : Hindu

Declaration:-

I hereby declare that all above furnished statements are true and correct to the best of my knowledge and belief.

Date-………….

Place

(Narender Singh