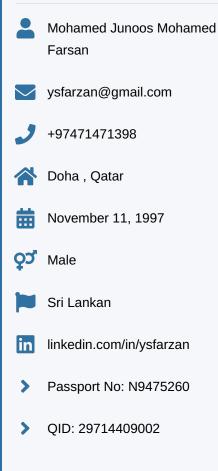


## Personal details



# Languages

English	••••
Sinhala	••••
Tamil	••••
Malayalam	••••
Hindi	••••
arabic	••••

# Mohamed Junoos Mohamed Farsan

### Summary

A highly motivated and results-oriented professional with over 5 years of experience in store management, network administration, data entry, and customer service. Proven ability to manage daily operations, lead teams, deliver exceptional customer service, and handle financial transactions accurately. Possesses strong technical skills in network configuration, troubleshooting, and data management. Seeking a challenging position with growth potential and a competitive salary to leverage my skills and experience for career advancement.

# Employment

#### Store Manager

#### Darlybudler, Batticaloa

- Overseeing the daily operations of the store, ensuring smooth and efficient processes.
- Managing and motivating staff, including hiring, training, and scheduling
- Setting sales targets and implementing strategies to achieve them.
- Providing excellent customer service and addressing customer complaints.
- Managing inventory, ensuring adequate stock levels, and preventing losses.
- Handling cash and ensuring accurate financial transactions.
- Analyzing sales data and making informed decisions to improve store performance.

#### Network Technician (Intern)

#### Cyber Tech Solution, Oddamavadi

- Network configuration, maintenance, and troubleshooting.
- Network monitoring for performance optimization.
- Implementing security measures.
- Maintaining network documentation.
- Providing end-user support and training.

#### Data Entry Operator

#### Mar 2021 - Jun 2022

Jul 2022 - Dec 2022

Feb 2023 - Mar 2024

- Solid Builders, Batticaloa I solidbuilders2012@gmail.com
  - Entering project data
  - Updating records
  - Organizing and maintaining files
  - Generating reports

### Skills

Cash handling

Customer service

inventory management

Network configuration

Troubleshooting

Data entry

Team leadership

POS systems

Sales data analysis

Store operations management

Maintaining network documentation

IT project management

System maintenance and updates

Database management

Network maintenance

- Verifying data accuracy
- Communicating with team members

#### Cashier

#### M.C.R. PHARMACY, Oddamavadi, Batticaloa I pharmacymcr@gmail.com

Dec 2018 - Jan 2021

- Greeted customers and answered questions.
- Operated cash register and handled cash transactions.
- Processed payments (cash, credit/debit cards).
- Bagged or packaged purchases.
- Maintained a clean and organized work area.
- Assisted with stocking shelves or other tasks as needed.

### Education

Bachelor of Science in Information Technology (OUSL) Open University Sri Lanka Batticaloa Reading	Nov 2023 - Present
Higher national Diploma in Information Technology (SLIATE) Advanced Technological Institute, Aarayambathi Battica	<b>Jan 2019 - Jun 2023</b> aloa
Diploma in Information Technology with E- Commerce; Diploma in IT(international); diploma in E-commerce Esoft Metro Campus, Batticaloa	Dec 2014 - Apr 2015
Diploma in English; Diploma in English( DIE) Esoft Metro Campus, Batticaloa	Dec 2014 - May 2015
National Diploma in Information communication Technology Vocational Training Authority, VTC- Vantharumoolai,Ba	<b>Jan 2018 - Jan 2019</b> tticaloa
General Certificate of Education Advanced Level(GCE A/L) Al-Hidhaya Maha Vidyalaya ( National School ), Meeraw	<b>Jun 2018</b> vodai, Oddamavadi
Advanced Certificate in Information Communication Technology SIBA Campus, Pallekele,Kundasale	Jun 2021 - Dec 2021
Advanced Certificate in English SIBA Campus, Pallekele,Kundasale	Jun 2021 - Dec 2021
General Certificate of Education Ordinary Level (GCE O/L) Al-Hidhaya Maha Vidyalaya ( National School ), Meerav	<b>Jun 2014</b> vodai, Oddamavadi