**Shareef**

**Shareef.107459@2freemail.com**

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**Career objective:**

My career objectives can be summaries as follows: to obtain a challenging management, administrative, or technical position as deemed suitable to my skills, experience, and backgrounds, to help a successful organization or company expand further and to help myself grow further professionally, technically, and financially, to become an effective team player in a progressive organization or company. hard working, confident, mature, self-motivated, responsible, reliable, skilled individual with practical, management experience, and consulting methods gained through many years of practical work experience sales confines the costumer , am a healthy, friendly, outgoing, open-minded and flexible person. I am a born leader and able to influence others to follow and meet any goal or objective

# **Personal Information:**

* Nationality: Jordanian.
* Date of Birth: (08/08/1983)
* Address: Dubai
* Marital Status: married
* Driver License: UAE

# **Education qualifications:**

* 2006 tow course in international Marketing. and on line marketing Philadelphia uny 2001- high school Jordan (tawjehe)

**.. General Studies included: Algebra, Biology, Business, English Grammar, History, Literature, Mathematics, and History.**

# **Work Experience:**

3rd –March till date key west media city (Dubai) (Digital Signage)

As sales manger

Make appointment with clients visit them in the office and make A PRESNTION FOR THE CLIENTS and motivated the entire my team member

* 14th -des-200 6--- till February. Debenhems (Dubai)
	+ - Assistant Manager
	+ Supervisor sales floor\dep... And motivates team members, assisting sales manger to maximize sales and minimize stock loss. Implements’ individual and floor\dep... Compliance with all company regulation and procedures.
* Handling documentary and the petty cash.

. Closing the cash and the till point

* Maintaining and updating the company filling system.
* Responsible for all in – out going correspondence.
* Handling all phone calls, passing messages.

 (**Responsible for entire store operations in the absence of the manager. Was in charge of shipping and receiving, ordering and stocking of merchandise. Merchandised end cap displays. Prepared cash pick-ups daily. Prepared daily bank deposit/armored transport. Trained new store employees)**

* 2004 B.H.S (Jordan)
	+ - Sales Advisor

Working as an individual and as team member, fully follows operating procedure, and provides customer with complete service and an enjoyable shopping experience to maximize sales, ensuring that the department is presented to company.

# **Courses attended:**

* Negotiation skills.
* Communication skills.

# **Computer proficiency:**

* Excellent knowledge of Windows 98, 2000 and XP.
* Ms Word, Ms excel, Outlook, Internet.
* Typing in both Arabic and English.

# **Language:**

* Arabic: Mother Tongue.
* English: Fluent English (reading, writing & understanding).

# **Hobbies:**

# Music, traveling, sports

**References**:

 Available on request.

# **Others:**

* Good team work and able to work in groups and team.
* Ability to work under very high pressure.
* Self correspondence skills.
* Hard worker.
* Fast learner.

# **Availability:**

# Immediate placement.