|  |  |  |
| --- | --- | --- |
| **premal-cv fotoPremal**  [**Premal.149911@2freemail.com**](mailto:Premal.149911@2freemail.com) | |  |
|  | **Personal Details**  Nationality: Indian  Marital Status: Married  Visa Status: Company Sponsorship  Driving License: UAE light vehicle  Languages: English & Hindi  Reference: will be provided upon request  **Profile Summary**  Results driven professional with hands on experience in customer service, sales coordination, business development and client administration. Track record of sales target achievements, exceeding performance goals and customer service needs with proven ability in providing prompt services, building rapport, and working well under work pressure. Continuously enhancing skills through up trainings, sharing best practices, determined ideas, product knowledge and enhanced sales strategies. Updated when it comes to market trends with good network of UAE contacts.  **Skills**  Hardworking and enthusiastic team player with strong communication, interpersonal, planning, organizational, analytical, negotiation, problem solving, client convincing, coordination and time management skills.  **Career Achievements**   * Obtained a reward for the 100% sales growth against the previous month. * Demonstrated flexibility in working well in cross functional teams even under pressure with good sense of urgency to accomplished task within the set deadlines. * Performed duties towards achieving the organizations’ goals and objectives. * Consistently achieved sales targets through effective sales presentations and dealing with multicultural clients.   **Experience**  Date: July 2014 – Present  **Senior Account Manager**  At Evia Foods, Dubai, United Arab Emirates   * Researching the needs of other companies and learning who makes decisions about purchasing * Trader for Frozen Poultry, Beef and various dry products * Contacting potential clients via email or phone to establish rapport and set up meetings * Planning and overseeing new marketing initiatives * Attending conferences, meetings, and industry events * Contacting clients to inform them about new developments in the company’s products * Developing quotes and proposals * Negotiating and renegotiating by phone, email, and in person * Meeting target goals set by the company and achieving it * Strong customer base in UAE & GCC region   Date: October 2012 – May 2014  **Senior Relationship Officer**  At Standard Chartered Bank, Dubai, United Arab Emirates   * To sell multiple products of the bank Personal Loans, Credit Cards, Account Opening and SME loans to the specified target customers/segments and meet monthly sales targets. * To contact potential customers and convince them about the bank’s product offerings. * Attending trainings to have complete and detailed knowledge of all assigned products. * Maximizing sales referral opportunities by working with customer service colleagues and building relationship with customers. * Managed a team for multiple products division * Keeping sales record & managing reports   **Educational Qualifications**   * Bachelor’s degree: BBA in International Business graduated on August 2011   London City College, Dubai, United Arab Emirates   * Master’s degree: MBA pursued on September 2012   University of Atlanta, Dubai, United Arab Emirates  **Computer Proficiency**   * Adept in Tally, MS Office Suite (Word, Excel, PowerPoint), Internet & E-mail Applications   **Training Courses**   * Compliance Officer Program, Nadia Institue, Dubai 2017 * Accounts / Tally Course, Infonet Language Institute, Dubai (2009) * Tally Course, Excel Institute, Sharjah (2009) * Manual Accounting Course, Excel Institute, Sharjah (2006) * L.C. Management course, Atlas Institute, Dubai (2006) | |
|  |  | |