

MUDASIR

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## Employment Graph

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| **Organisation** | **Designation** | **Year** |
|  | Senior Sales Executive | 14th Dec. 2011- 14th June 13 |
|  |  Senior Sales Executive | Aug 2006 – 10th Dec. 2011 |

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| ***Key Result Areas*** | ***Leading Company – Dhadna – Fujairah, U.A.E.**** Maintain and manage showroom premises
* Assist customers with product selection and suggest merchandise according to needs
* Handle petty cash, invoice check, bill books etc
* Respond to customer inquiries
* Assist customers with locating products within the showroom
* Order products not available in the showroom
* Excellent business etiquette
* Ensure all ordered items are delivered as promised
* Price tag and manage inventory
* Strong self starter and ability to work independently
* Ability to manage priorities
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| ***Key Result Areas*** | ***Cottage Industries Exposition Ltd – New Delhi India**** Handle all customers in the showroom.
* Assist customers with product selection .
* Handle customers for making of invoices.
* Respond to customer inquiries.
* Assist customers with locating products within the showroom
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|  ***System Savvy*** | * Excel , Word , PowerPoint & Outlook
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##  Educational Credentials

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|  **Degree** | **Institution** | **Specialization** |
| Bachelor of Science, (B.Sc., )  | Kashmir University  | Science |
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| ***Personal Details*** | DOB Marital StatusNationality Gender Languages Known  Visa Status | 28th Feb 1978 SingleIndianMale*English* , Hindi, Urdu, Kashmiri and working knowledge of RussianVisit Visa |

EXPECTED SALARY : 6000-7000