**CURRICULAM VITAE**

HUSAINAR

DUBAI, UAE

Email: husainar.270247@2freemail.com

**Career Objective**

Seeking a suitable position in accordance with professional experience & skills gained over the years towards attainment of self development in my career , thereby contributing to the overall growth and profitability of the organization.

**Core Competencies**

* Comprehensive knowledge of the methods and techniques of sales and marketing
* In-depth knowledge of repairing watch and fine jewelry merchandise
* Skilled in using telephone, keyboard and other business related equipment
* Customer oriented with good communication and interpersonal skills
* Physically fit and has the ability to stand up to ten hours per shift

**Professional experience**

* **Popley Kewelram Jewellery LLC**

Diera Gold Souq

2013 June to 2015 August (2 years)

Worked as an indoor salesman

**Watches , Diamonds and Gold**

* Worked as the Brand in charge of **Baume & Mercier, Tag Heuer, Raymond Weil, Rado, Movado, Guess, Seiko** etc
* Extensive knowledge of different models of **Tag Heuer** Watches its families & its caliber’s (**1887,16,12,8** etc)
* Extensive knowledge about all type of diamonds
* Extensive knowledge about 18K 21K and 22K gold ornaments
* **Allsec Technologies Limited**

2 years and 5 months

Worked as a team leader

**Academic Qualification**

* BACHELOR OF ARTS

English Communication and Journalism

Aloysius degree college Mangalore

* INTER MEDIATE

Karnataka pre-university college Mani

**Computer skills**

* Extensive use of Microsoft Office Suite.
* Operating Systems: MS Windows XP, 98
* Office Automation: MS Office XP

**Skills**

Interviewing skills, practical knowledge on intervening techniques, creative ideas, and thinking outside the box, target oriented, work under pressure and a good communicator

**Language Skills**

* Multi-lingual capability. Excellent command over English. Fluent in Hindi , Malayalam, Tamil and Kannada Friendly with the Russian,chinees & Arabic

**Job Resposibilities**

Organize meetings with new and established clients, generate referrals and build personal relationships with each client and close sales by signing contracts, Follow up with owners to answer questions and resolve concerns and managing all the front office duties, Clarify product availabilities and delivery time of orders, Following the store missing stock and directly inform the manager of head, Helps in putting the display of bulk orders, Receiving the items each by counting.

Personal Data:

*
* Date of Birth : 22-07-1985
* Nationality : Indian
* Relegion : Islam
* Visa Status : visit visa [expiring on 8th April 2016]

**Declaration**

I hereby solemnly declare that the above-furnished details are true to the best of my knowledge and belief.