**PROFESSIONAL EXPERIENCE / HISTORY**

* **ABDULLAH SUPER MARKET(REZA TRADER’S )**

**Sr. Sales representative *21st july.2012***

**Wholesale/Retails Sale**

**Description:** Sr. Sales Representative   
  
**Senior Sales Representative Job Purpose:** Serves customers by selling products; meeting customer needs.

**Senior Sales Representative Job Duties:**

* Enhances sales staff accomplishments and competence by planning delivery of solutions; answering technical and procedural questions for less experienced team members; teaching improved processes; mentoring team members.
* Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors.
* Adjusts content of sales presentations by studying the type of sales outlet or trade factor.
* Focuses sales efforts by studying existing and potential volume of dealers.
* Submits orders by referring to price lists and product literature.
* Keeps management informed by submitting activity and results reports, such as daily call reports, weekly work plans, and monthly and annual territory analyses.
* Monitors competition by gathering current marketplace information on pricing, products, new products, delivery schedules, merchandising techniques, etc.
* Recommends changes in products, service, and policy by evaluating results and competitive developments.
* Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
* Provides historical records by maintaining records on area and customer sales.
* Contributes to team effort by accomplishing related results as needed.

**Skills/Qualifications:** Customer Service, Meeting Sales Goals, Closing Skills, Territory Management, Prospecting Skills, Negotiation, Self-Confidence, Product Knowledge, Presentation Skills, Client Relationships, Motivation for Sales

* **PROFESSIONAL EDUCATION:**

BACHELOR OF COMMERCE IN FINANCE @ FIRST CLASS

ADVANCE DIPLOMA IN COMPUTER APPLICATION (1-YRS)

PROFICIENCY IN ACCOUNTING PACKAGE

* **S.R CONSTRUCTION**

**Trainee Senior Sales Representative 10th July 2015**

* **Project Name: - Ashfard Royal (High rise tower)**

**Client:- Seth brothers.**

**Key responsibilities and account abilities:**

* **Maintain and develop a computerize customer and prospect database.**
* **Plan and carry out direct marketing activities (principally direct mail) to agreed budgets, sales volumes, values, product mix and timescales.**
* **Develop ideas and create offers for direct mail and marketing to major accounts**
* **Respond to and follow up sales inquiries by post, telephone, and personal visits.**
* **Maintain and develop existing and new customers through planned individual account support, and liaison with internal order-processing staff.**
* **Carry out market research, competitor and customer surveys.**
* **Maintain and report on equipment and software suitability for direct marketing and sales reporting purposes.**
* **Liaise and attend meetings with other company functions necessary to perform duties and aid business and organizational development.**
* **Manage the external marketing agency activities of telemarketing and research.**
* **Attend training and to develop relevant knowledge and skills.**
* ***OBJECTIVE:***

*As a very Bright ambitious professional in Business Development, I really enjoy working in SENIOR SALES REPRESENTATIVE with highly motivating position where I can assist there while challenging and expanding my great knowledge and understanding of the task at hand. I am seeking a good position that will utilize my professional skills and offer the chance for advancement as well as allow me the opportunity to gain additional skills and experience*

 **PERSONAL INFORMATION:**

NAME: ABDUL MANNAN

DOB: 25th 06, 1988

MARITAL STATUS: MARRIED

**Job Seeker First Name / CV No: 1717410**

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