**RESUME**

SIVAPRASAD SUPERVISOR/ SALES EXCUTIVE



Personal Data:

Date of Birth Nationality Sex

Marital Status Health

19.03.1981

Indian

Male

Married

Excellent

Educational Qualification

Pre degree - kannur university Kerala, India 1999 to 2002 S.S.L.C - Government high school madikai nileshwar,Kerala, India 1997

OBJECTIVE

Seeking a good & challenging position in a reputed company where my skills can be used effectively and which gives me an opportunity to grow with it. Possess excellent communication, interpersonal, analytical, problem solving, decision making, and time management with presentable personality and professional business style. Consistently seeks a more ambitious and broader view of attaining professional growth, self-esteem enhancement and craving for a dignified supervisory profile to utilize gained skills and management expertise.

Assets

> Self confident ,excellent communication skill,keen-ness for work,awareness for responsibilities ability to work calmly ever under pressure and in harmony with my colleagues,imaginative and enquiring state of mind.

Duties & Responsibilities:

* Adjusts content of sales presentations by sales outlet.
* Focuses sales efforts by studying existing and potential volume of dealers.
* 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.
* Resolves customer complaints by investigating problems; developing solutions; preparing reports; making recommendations to management.
* Provides historical records by maintaining records on area and customer sales.
* Contributes to team effort by accomplishing related results as needed.

Computer Qualification

-Good Basic , Knowledge in Computer ^-Internet , E-Mail

Work Experience

Shelf Supervisor

M/S Zainal Mohebi Group of CompanyJan 2013 to till date Dubai, UAE

• Listening to customer requirements and presenting appropriately to make

sales

* Maintaining and developing relationships with existing customers in person

and via telephone calls and e-mails.

* Cold calling to arrange meeting with potential customers to prospect for new

business

• Responding to incoming e-mail and phone enquiries

* Acting as a contact between a company and its existing and potential markets

• Negotiating the terms of an agreement and closing sales • Gathering market and customer information

* Representing their company at trade exhibitions, events and demonstrations
* Negotiating on price, delivery and specifications with buyers and managers.

[SIVAPRASAD.313176@2freemail.com](mailto:SIVAPRASAD.313176@2freemail.com)

**Passport details**

Placeof issue : 03-01-2013

Date of expiry : 02-01-2023

Date of issue : Kozhikode

Visa Status : visit visa Visit visa expiry : 10-03-2018

**Languages Known;**

English

Hindi

Tamil

Malayalam

**Hobbies:**

M usic, Movie, Internet.

**Reference:**

Available on Request

**Shelf Merchandiser**

M/S Choithram & Sons, Dubai, U.A.E , Sept 2006 to Nov 2012

A chain of supermarket, large and whole sale trade in consumer goods, food stuff, household's articles, novelties toys, cosmetics and catering departments with associated located in Bahrain, Qatar West Africa and Russia.

* Advising on forthcoming product developments and discussing special promotions.
* Creating detailed proposal documents, often as part of a formal bidding process which is largely performance, aiming to meet or exceed targets:
* Gaining a dear understanding of customers 'businesses and requirements
* Making accurate, rapid cost calculations and providing customers with quotations
* Feeding future buying trends back to employers
* Attend team meeting and sharing best practice with colleagues

Personal Skills

* Hard working and enthusiastic
* Self motivated & capable to mix easily with different situation
* Perform assigned task with grant responsibility
* Sincere and result oriented
* Possess excellent customer service skills
* Ability to build and maintain good relationship with prospective customers
* Possess good management and organization skills Sound computer proficiency with excellent sales / marketing knowledge
* A team player with excellent communication, negotiation and training skills familiar with office formalities
* Strong procedural understanding and comprehensive problem solving abilities
* Ability to interact and get along with the people
* **Fast learner and team player.**

Declaration

>• I affirm that the information given in this application is true & correct. If at any stage, it it is discovered that an attempt has been made by use to willfully conceal or in represent the fact my candidature may be summarily rejected.