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| CV No 1944192CURRICULUM VITAE amr­­  AMR MOHAMED EL-KHALAFY  Personal Data:  **Date of Birth:** 10 MAY 1983  **Nationality:** Egyptian  **Religion:** Muslim **Marital Status:** Married **Gender:** Male  **Visa Status:** ResidenceVisa  **Other:** Valid driving license    **Language Known:**  English & Arabic | | Career Objective:  To obtain a position that allows me to utilize my skills and to expand my  knowledge and interest in work.  My Immediate Search:  Seeking a position in the field of Sales and Marketing.  My Core Strength:   * Enthusiastic and committed to all types of work initiatives. * Ability to adapt to a fast changing work environment. * Strong interpersonal, customer service and interviewing skills.   Educational Qualification:   * University: Tanta, Kafer El-sheikh college – Egypt Bachelor of Specific Education, Educational Technology * Good, 2004  |  | | --- | | Professional Experience: |   **Period: March 2015 – Present**  **Position: Sales corporate team leader**  **Responsibilities:**   * Create business proposals for new and existing opportunities. * Play fundamental role in setting up new businesses; take responsibility for the   effective on-boarding of new customers.   * Give a rundown of the level of competition and general market activities on   a daily basis to the general manager.   * Give up-to-date information relating to customer activities. * Serve as an agent in the company with a view to achieving budgeted sales   within the country.   * Establish relationship with clients and provide high standard of customer   service continually.   * Organize and arrange specified records and files in order to keep track of   financial transactions.      **Period: Feb 2013 – Jan 2015**  **Position: Back office representative**  **Company: Etisalat (Visa Outsource to Tasc), United Arab Emirates**  **Responsibilities:**   * Assist and coordinate with sales and marketing teams. * Conduct marketing research, document and report to the marketing department. * Support sales staff in handling and documenting customer accounts. * Correct discrepancies in customer account balances. * Perform competitor product analysis and prepare reports. | |  |
|  | | **Period: Jan 2009 - Jan 2013**  **Position: Telesales and customer service representative B2B**  **Company: Etisalat (Visa Outsource to Tasc), United Arab Emirates**  **Responsibilities:**   * Reporting to the Sales Manager. * Achieve sales target and build customer base. * To develop marketing strategies and programs in boosting the sales. * To manage new and existing customers' accounts. * Maintaining accurate record * Offering the new promotions to the customers. * Coordination of the connection channels between the customers and the offices. * Follow up with the customers to confirm the quality of the products and speed   of the delivery service  **Period: Jan 2008 to Jan 2009**  **Position: Receiving Officer**  **Company: Al Foah Palm Company**  **Responsibilities:**   * Preparation of requirements. * Receiving, storing, packing and controlling inventory. * Selecting demands and * Preparing andshipping materiel to satisfy customer demands. * Coordination, receipt, custody and movement of all inwards and outwards materials through the joint movement’s organization for transport by air and   surface modes.   * Acquisition of space on civil transport. * Coordination of the use of ground support equipment. * Coordination of air and road transport of dangerous cargo. * Activating air load teams in support operations, and major joint and combined   Services exercises.   * Establishing user requirements for spare parts and equipment needs. * Determining the sitting/placement of materiel; * Managing and auditing inventory accounts.  |  | | --- | | TRAINING AND CERTIFICATIONS |     **Computer Course:**   * ICDL (International Computer Driving License) * Egyptian American Center * Photography and Video capture | |  |
| **AMR MOHAMED EL-KHALAFY – CV No 1944192**  To arrange interview with me, please send your company name, vacancy and salary details to my HR Consultant [cvcontacts@gulfjobseekers.com](mailto:cvcontacts@gulfjobseekers.com) Whatsapp +971504753686  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |