Ahmed

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SUMMARY

9 years’ experience in developing and executing Sales and Marketing strategies with the unique ability to understand the ongoing market scenario and customers trends using exceptional marketing communication skills, including:

* Strategic planning and strategic leadership.
* Decisive: Capable of delivering quick solutions to the marketing challenges.
* Extensive work with all sources of media channels.
* Result oriented: Ability to achieve target within given time

I believe I have the drive and experience to champion your organizationco-operate values with regards to Service

 Excellence, People and Innovation.

Objective

Obtain a position that will enable use strong sales/marketing and public relations background, interpersonal skills and managerial abilities for achieving the company’s marketing goals in the best possible way.

Education

 **Bachelor Degree 2009**

 High Institution of Social Work, Egypt.

Work Experience

## Sales & Purchasing Manager Mar 2013: Present

* **Goofy Trading - Egypt.**

**Job Description:**

* Prepare to company targets and follow-up to achieve it full and oversee the marketing and sales.
* Implementation of the development of sales outlets, interior and exterior equipment and system of managerial and supervisory ports - I was nominated to travel outside the country for purchases part of the fast-selling products and profits from China at the end of 2013.
* Put selling and marketing activity plans includes participation in the development of the sales goals within the company such as products and prices, distribution and promotion and communication with their target markets.
* Coordinate sales activities with other departments such as marketing and procurement, warehousing and finance.
* Provide the needs of each section of the primary products and the development of appropriate budget.
* Constantly searching for new suppliers and build and develop strong relationships of suppliers and maintain.
* Negotiations with suppliers regarding management (quality product prices, specifications, discounts, penalty clauses, returned goods, delivery mechanism, payment method and duration) ... etc. and sign contracts with them.
* Maintaining files of internal and external purchase orders, bids and contracts.
* Prepare requests from different sections and send / request via fax from approved suppliers and follow up until the suppliers receive it.

## Sales Retail Manager

##  Goofy Trading – Egypt May 2011: Feb 2013

**Job Description:**

* Dealing with government agencies regarding the company's insurance and tax executive and legal views.
* Organize sales activities through the development of an efficient and well organizational structure because the salesmen representing the liaison between the company and its customers.
* Managing and motivating a team to increase sales and ensure efficiency.
* Managing stock levels and making key decisions about stock control.
* Analyzing sales figures and forecasting future sales.
* Analyzing and interpreting trends to facilitate planning.
* Using information technology to record sales figures, for data analysis and forward planning.
* Dealing with staffing issues such as interviewing potential staff, conducting appraisals and performance reviews, as well as
* Providing or organizing training and development.
* Ensuring standards for quality, customer service and health and safety are met.

## Sales Retail Supervisor Mar 2009: Apr 2011

* **Goofy Trading - Egypt.**

**Job Description:**

* Dealing with banks to transfer the owed amounts to suppliers and factories.
* Collect the daily amount from the sales and supply outlets and transfer it to the Bank.
* Follow-up employees daily attendance and prepare daily reports from team members.
* creating a marketing opportunities for our sales team and working to raise the sales level up to 15% increase monthly.
* Provide all the facility for our customers to reach to customer satisfaction by 90% at least.
* Train new employees on the sales team, products and competitors' skills.
* create a spirit of competition among the team members and develop their skills stimulation and attention.
* Compare daily with monthly targets and reports.

## Sales Agent May 2007: Feb 2009

* **Goofy Trading - Egypt**

**Job Description:**

* Presenting, promoting and selling products/services using solid arguments to existing and prospective customers.
* Performing cost-­benefit and needs analysis of existing/potential customers to meet their needs.
* Establishing, developing and maintaining positive business and customer relationships.
* Expedite the resolution of customer problems and complaints to maximize satisfaction.
* Achieve agreed upon sales targets and outcomes within schedule.
* Coordinate sales effort with team members and other departments.
* Analyze the territory/market’s potential, track sales and status reports.

## Customer Service Agent Jun 2005: Mar2007

* **Next-line for Scientific Services**

**Job Description:**

* Provide services and queries from the Internet.
* Help students in their required research.
* Write articles and researches.
* Dealing with all search engines and social media.

Languages

* ***Arabic*** Mother Tongue.
* ***English***  Good Knowledge.

Courses

**- Digtal Marketing Course “9 Weeks” – E- MARKETING EGYPT – January 2017.**

**- Mini MBA Course – International Arbitration Organization – Sep 2016.**

**- Professional Leader Program (PLP) Course – Gate Training Centre - Oct2016.**

**- Entrepreneurship Program (EPS) Course – Gate Training Centre - Oct2016.**

**- Sales Manager Course “ 2 Weeks” – ITCDC Dubai - Apr2016.**

**- HR Management Course “ 2 Weeks” – ITCDC Dubai - Apr2016.**

**- Marketing Course “ 2 weeks” – Smart Academy - Nov2015.**

**- PMP Course “ 2 weeks” – Smart Academy - Nov2015.**

**- English Course “ 6 Weeks”- Smart Academy - Nov2015.**

**- Retail outlets management course “ 2 Weeks”– ITMC – Mar 2011.**

Core Competencies

* ***Customer Service Skills:***

Proven ability to serve customers as per protocols and excellent attendance record. Customer service skills – in person, on the phone, and online.

* ***Communication Skills:***

 Ability to communicate with people from a variety of cultures.

* ***Interpersonal Skills:***

Well spoken, approachable, with great attention to detail & a professional attitude.

* ***Flexibility:***

 Ability to work for long periods and under pressure.

* ***Analytical and problem Solving:***

 Find solutions to company's client’s problems and solve it.

* ***Team Work:***

 Work confidently within a group. Mentoring inclination and ability.

* ***Computer Skills:***

 Dealing with: Internet – MS-Office – Social Media – Search Engines

Hobbies

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* Traveling.
* Music
* Reading.