

**CURRICULAM VITAE**

# Position: Sales Executive

MUKARAM

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**Visa Status: Employment Visa**

**Objective:**

To associate with an organization which recognizes my skill set and gives me a chance to update my knowledge and be a part of the team that excel in work towards the growth of the organization and gives me satisfaction

**Professional Summary:**

* Skilled Communicator and a quick learner with an analytical bent of mind coupled with a zeal to utilize and enhance ideas, knowledge and skills.
* Well organized with a track record that demonstrates self-motivation, creativity and initiative to achieve goals.
* A stickler for quality, team builder to the core and a natural motivator with perseverance and integrity.
* Ability to deal with people diplomatically, willingness to learn team facilitator hard worker.
* Excellent analytical, problem solving and presentation skills.
* Multi faceted personality; interested in design, photography, travelling, music; good sense of humor.

**Educational Qualification:**

* Intermediate: Board of Intermediate Education, Hyderabad, India
* Schooling: Good faith High school, Hyderabad, India

**Technical Skills:**

* MS Office: Word, PowerPoint, Excel and Outlook
* Tally (9.2 ) ERP

**Professional Experience:**

* **Traders Commercial Brokers.**

Sales Executive.(Out door)

March 2015-Till date

**Job Responsibility:**

**Product - Business Mobile Plans and Business mobile calling packages**

* **Prospecting-**To bring leads to the company through use of multiple procedures like cold calling, generating enquiries, handling enquiries.
* **Database management-**To maintain a database which lists their daily work.
* **Building the pipeline-**To break down the pipeline into hot, warm and cold customers. This stands for customers who are very interested, who are somewhat interested and who are not interested respectively.
* **Handling complaints.**
* **Relationship management- To** concentrate on cross selling other products or getting the maximum benefits of relationship marketing through selling more quantities of the same product to the same customer as per their requirements.

# D-Mart showroom.(India)

Cashier/Sales Representative.

Jan 2012 – Dec 2014

Working Hyderabad,India.

**Job Responsibility:**

* Receive payment by cash, check, credit cards, vouchers, or automatic debits.  
  Resolve customer complaints.
* Issue receipts, refunds, credits, or change due to customers.
* Establish or identify prices of goods, services or admission, and tabulate bills using calculators,registers,or optical price scanners.
* Count money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change.
* Greet customers entering establishments.
* Maintain clean and orderly checkout areas.
* Process merchandise returns and exchanges.
* Pay company bills by cash, vouchers, or checks.
* Request information or assistance using paging systems.
* Monitor checkout stations to ensure that they have adequate cash available and that they are staffed appropriately.
* **Big Bazar Showroom.(India)**

Sales Executive.

Nov 2009 – Feb 2011.

Hyderabad, India.

**Job Responsibility:**

* Maintained a high profile in the professional and business communities.
* Identifying, researching and targeting new business prospects.
* Managing and maintaining databases of potential clients.
* Developing strong working relationships with prospective new clients
* Providing support to the sales and marketing team through a variety of additional activities.
* Manage product sales growth and individual sales effectiveness by reviewing sales activity schedule.

**Personal Details:**

Sex : Male

Date of birth : 24/09/1990

Marital Status : Un Married

Nationality : Indian

Languages known : English, Hindi & Urdu.

**Personal Strength:**

Analysis and design of various requirements, very good Logical Thinking ability, a high sense of adaptability, raising To the need of the hour and willing to work dedicatedly for an organization which rewards excellence and perfection.