**Shaheed**

[Shaheed.352721@2freemail.com](mailto:Shaheed.352721@2freemail.com)

**PROFILE**

MBA qualified and experienced Market researcher, Coordinator, Supervisor & Sales field force lead, expertise in accounting & financial analytics and data processing. Proficient in report preparation and analysis, having progressive exposure in dealing with demand forecasting, Promotion, problem solving, market share and business development. A young dedicated professional, who can ensure productive and viable financial turnover and ensure business growth.

**KEY STRENGTHS**

* Interpersonal Skills
* Communication Skills
* Effective Presentation Skills
* Marketing Management
* Customer Service Management
* Self-Motivated
* Personal Management
* New Business Development
* Team Player
* Multitasking
* Negotiation
* Time and stress management skills
* Administration

**EMPLOYMENT HISTORY**

**Assistant Sales Officer /FTF :** Maintaining sub dealers, promoting ICL product

(Sankar Super Power) And market research.

**The India Cements Ltd, Tirur SPO, Malappuram, Kerala.**

*November 2014 – January 2017*

* Smoothening sales functions.
* Market research and competitive analysis.
* Managing, retaining and accumulating sub dealers.
* Pushing them for credit less business.
* Visiting/contacting dealers/sub dealers on regular interval.
* Collecting and evaluating competitive products, characteristics, market share, Pricing and advertising.
* Prepare Status report.
* Solving sub dealers issues with respect to ICL products.
* Assisting sub dealers in promoting ICL products.
* Updating, maintaining Sub dealers’ details.
* Motivating sub dealers to achieve their targets within the given time.
* Finding and analyzing Competitors’ strategies
* Visiting sites and Prospective retailers, clients, contractors, Customers.

**Procurement Officer cum Marketing Coordinator:** Purchasing materials, recruiting employees, Co-coordinating marketing executives.

**Merit Security Solution, Malappuram, Kerala.**

*April 2014 – October 2014*

* Finding targeted suppliers and keep a good relation with them.
* Evaluation, verification and selection of suitable quotations.
* Procuring all materials and employees to start a project.
* Identify target markets and estimate product demand
* Communicate with clients, senior agency executives and consumers.
* Prepare quotations and invoices
* Co-coordinating marketing Executives in various branches.
* Prepares marketing reports by collecting, analyzing, and summarizing sales data.
* Promote products and services through public relations initiatives
* Establish and expand merchandise opportunity.

**Charge Centre supervisor For SECC:** Training, Supervising and Data processing Management

**Block office Tirur, Malappuram, Kerala.**

*November 2011 – June 2012*

Work Experience in Block office– “Socio- Economic & Cast Census (SECC 2011)”.

* Train the enumerators and data entry operators.
* Equipping data entry operators with smart questionnaire uploaded to their tablets.
* Conversion and encryption of the data. Uploading those data to Govt. web site.

**EDUCATION**

* **Master of Business Administration (MBA) in Finance and Marketing 2014**

Rathnavel Subramaniyam Institute of Management Studies ( RVS-IMS), Coimbatore

Affiliated to **Anna University of Technology,** Chennai, Tamil Nadu.

Passed out with 7.2/10.0 CGPA

* **Bachelor of Commerce (B.Com with Computer application). 2011**

OIT CENTRE Tirurangadi, Malappuram

Under **Mahathma Gandhi University,** Kottayam, Kerala.

Passed out with 56%

**COMPUTER SKILLS**

* OS: - Centos ,Windows XP, 07,08
* Software skills

1. Office automation software
2. Accounting software

* Tally.ERP-9
* Peachtree
* Quick books

1. Statistical software (SPSS, TORA)
2. Basic Networking

**PROJECT AND INTERNSHIP**

**POST GRADUATE PROJECT:**

1. A study on “A study on Non-Performing Asset in The Mangalam service Co-operative Bank, Malappuram, Kerala, India. Duration 6 months.

2. **Internship Project** on “A Study on market potential of Airtel offer Hello tone @ Retail.” Under Airtel Zonal office Calicut, Kerala, India Duration 1 month.

**PERSONAL INFORMATION**

Date of Birth - 10.10.1990

Nationality - Indian

Visa Status. - **Visit**

Languages Known - English , Malayalam, Arabic , Hindi, Tamil.