**Ramsheed**

**Ramsheed.364773@2freemail.com**

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| OBJECTIVE |

To pursue a highly oriented career that will provide a world class environment built on quality and specialized skills, to learn and contribute by associating myself with the given works, which are innovative. Professional and Enthusiastic, works well in a challenging environment. Aims to excel in all delegated areas and give my best at all times. My strength stays in persistence and continuous learning and application.

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| AREAS OF EXPERTISE |

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**SMART ONE ELECTRONIC L.L.C**

Ajman - UAE

Industry: Mobile Phones & Electronics

Duration: **Dec 2010 – Dec 2015**

Job Role: **SALESMAN** (Indoor sales 3 Yrs &**Outdoor sales 2 Yrs)**

**Duties & Responsibilities**

* Be involved in stock control and management.
* Assisting shoppers to find the goods and products they are looking for.
* Being responsible for processing cash and card payments.
* Stocking shelves with merchandise.
* Answering queries from customers.
* Reporting discrepancies and problems to the supervisor.
* Giving advice and guidance on product selection to customers.
* Balancing cash registers with receipts.
* Dealing with customer refunds.
* Keeping the store tidy and clean, this includes hovering and mopping.
* Responsible dealing with customer complaints.
* Working within established guidelines, particularly with brands.
* Attaching price tags to merchandise on the shop floor.
* Responsible for security within the store and being on the lookout for shoplifters and fraudulent credit cards etc.
* Receiving and storing the delivery of large amounts of stock
* Keeping up to date with special promotions and putting up displays.
* Conferred with mobile representatives and reviewed sales records to determine procurement of cell phones and cell phone accessories.
* Advised customers about the new models and assisted the customer in determining which cell phone is suitable to their needs.
* Quoted prices and credit terms and prepared sales contracts for orders obtained.
* Familiar with the places of **Ajman & Sharjah**

**The personal skills that are required for the job:**

* Having a friendly and engaging personality.
* Comfortable working with members of the public.
* Should have a confident manner.
* Must be helpful and polite.
* Assistants should be physically fit as they will be on their feet for most of the day and may be required to lift large amounts of stock.
* You should have a comprehensive understanding of your area of sales i.e. retail, Fast Moving Consumer Goods, sports equipment etc.
* Able to work as part of a sales team.
* Knowledge of inventory techniques.
* Should be of a smart appearance and articulate.

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| ACADEMIC EDUCATION |

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| **Education** | **University / Board** |
| **B.com** | University of Calicut |
| **Plus Two** | Board of H S E Gov. of Kerala |
| **S.S.L.C** | Board of Public Examination, Govt of Kerala |

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| COMPUTER SKILLS |

* **Diploma in Computer Financial Accounting.**
* **Tally Financial Accounting Program.**
* **MS Office Automation.**

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| LANGUAGE PROFICIENCY |

Sound knowledge in English, Hindi, Arabic, Malayalam and Tamil

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| PERSONAL STRENGTH |

As an overview, I am a result-oriented self-starter, flexible and effective communicator, problem solver, with ability to focus on solutions and remain calm in crisis situation. I am organized, proactive and aspiring towards improving current procedures.

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| EXTRA CURRICULAR ACTIVITIES |

* Cricket Player.

Declaration

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief.