

# SUBJECT: EMPLOYMENT APPLICATION

Dear Sir,

With much respect and esteemed honor, I am forwarding this application to you, seeking Employment in your respected company

I am able to see a potentially challenging and rewarding future with this company that could meet my aspirations as you recruit people of high caliber and make them able in their work, in an environment that encourages teamwork, loyalty and commitment to your ongoing development and success.

I have more than 11 years' experience in Sales & Marketing, in the Abu Dhabi, Dubai

Please find enclosed my CV along with documents. I will be glad to furnish you with additional Information if required.

I hope my application will meet your criteria and will be considered positive.

# CAREER OBJECTIVE

To succeed a challenging position in industry where my capabilities can be exploited for both professional and organizational profit and provides ample scope for career growth.

# WORK EXPERIENCE

3 Years (1997 to 2000) worked as a “Sales Executive" (Readymade Wholesale Marketing) in Khamees Mubarak Trading, Abu Dhabi, and U.A.E.

Duties:

· Working as part of the sales team to develop both new and existing markets.

· Involved in developing sales & pricing strategies.

· Liaising with customers & the dealer network to answer and resolve their queries.

· Identifying and then researching potential leads and opportunities.

· Constantly developing existing sales processes which will generate sustainable growth.

· Responsible for developing own portfolio of customers.

· Collecting all the information required to create a request for an estimate.

· Writing accurate & informative sales reports and documentation.

· Contacting prospective clients by phone and email. Identifying the customer's needs.

· Dealing with a diverse range of clients in the private and the public sector.

· Evaluating competitor activity and developing appropriate responses. · Attending sales appointments at client's premises.

6 Years (2000 to 2006) worked in Van Sales FMCG ( Busthan Al Khaleej ) AL MARAI GROUP OF CO. Abu Dhabi, U.A.E.

Duties:

· Developed new distribution outlets

· Made cold calls and follow-up visits to retail outlets throughout the region.

· Organized detailed financial recordkeeping.

· Successfully increased sales over the period.

· Served as vendor representative for the Trading company

· Coordinated product information and distribution

· Promoted giftware products at trade shows throughout the region.

· Handled face-to-face contacts with new and established customers.

· 5 Years (2007 to 2012) worked as a "Business Promoter" (Cee Vee Global Trade Solutions Pvt. Ltd Co.) India Bangalore

2 Year (2013 to 2015) worked as Sales executive in NTDE. Abu Dhabi, U.A.E.

Now I am working with a food stuff company as a Sales Executive in Vibrant Global FZC. Abu Dhabi from date of (20.10.2015)

# TECHNICAL QUALIFICATION

· Operating systems - Windows 7/XP.

· Office packages - MS Word, MS Excel & MS Power Point 2007, 2010

Educational Qualification:

Degree. B com

# PERSONAL SKILLS

· Valid U.A.E. Driving License

· Building relationships

· Smart appearance & presentable

· Highly motivated

· Social skills

# PERSONAL DETAILS

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| --- | --- | --- |
| Date of birth | : | 20/04/1974 |
| Sex | : | Male |
| Religion | : | Muslim |
| Nationality | : | Indian |
| Marital status | : | Married |
| Languages | : | English, Arabic, Hindi |
|  |  |  |
| Visa Status | : | Work Visa |

REFERENCES - Available on request.