CURRICULUM VITAE



SHOEB

Sharjah

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**CAREER OBJECTIVE**

To work in a dynamic and technology driven environment, where I can enhance my skills and achieve personal growth as well as that of the organization. To utilize my knowledge and apply my skills for the projects enhancement and the company’s overall growth.

**STRENGTH**

* Hard working creative, dedicated, well organized, Self Motivated and positive attitude.
* Ability to work in multi – cultural environment.
* Self-motivated and pleasing manners.
* Leadership ability
* Confident.

**ACADEMIC QUALIFICATION**

* **MBA (Finance)** Form Shadan Institutes of Management Studies of Boys, **2014,** (Osmania University).
* **Bachelor of commerce** from S.D. Signodia Collage of Arts & Commerce, **2011,** (Osmania University).
* **Intermediate** from City Junior College, **2008,** (Board Of intermediateEducation).
* **SSC** Form Zeenath Model School, **2006,** (Board of Secondary Education)

**PROFESSIONAL EXPERIENCE**

* **Worked as a sales Executive in HDFC BANK as a credit card department From 16th sep 2015To 4 Nov 2016**
* **Worked as a sales Executive in SIA Publishers & Distributors Private**

**Limited from 15 DEC 2016 to 31 DEC 2017**

**Job responsibilities:**

* Managing the online leads and providing the best product.
* Maintain good relationship with the customer in all type of bank

services and giving a best suitable across sell products

* Implementing marketing strategies to drive volumes & achieve high profitability.
* Formulating strategies & reaching out to the unexplored market segments for expansion.
* Exploring new business opportunities in various segments along with concerned branch
* Maintain and develop good relationship with customers through personal contact or meetings or via telephone etc.
* Provide accurate feedback on future buying trends to their respective

employers.

* Solving the problem and queries of existing dealers and customers
* Meeting dealers on daily basis and helping them in finding customers.
* Making daily call reports and sending them to the seniors.
* Taking orders of the company product from the dealer.
* Updating dealers about the change in product price and new product launch.
* Organizing events at the dealers place to attract more customers.
* listening to customer requirements and presenting appropriately to make a sale.
* Contributes to team effort by accomplishing related results as needed.

**COMPUTER PROFIENCY**

* Tally Erp.9.
* Micro Soft Office (Knowledge of Excel & Micro Soft Word).
* Advance Excel.
* Operating Systems: Windows 2000/XP/7/8/8.1.
* Typing Speed 35 Words per Minute.

**PERSONAL PROFILE**

➢ Date of Birth : 14-04-1987

➢ Nationality : Indian

➢ Marital Status : Single

➢ Languages Known : English, Hindi, Urdu & Telugu.