**Vijin**



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| vijin-392414@2freemail.com |
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To pursue my career with integrity and dedication in a field where I can effectively utilize my strength to achieve proficiency and higher degree of satisfaction.

**CAREER OBJECTIVE**

# MEDIZ INTERNATIONAL LLC July 2018 — Present

**WORK EXPERIENCE**

Mediz international is a health & beauty product supplier in United Arab Emirates. Main clients are Lulu hypermarkets, Adnoc, pharmaceuticals, KM trading etc.

# Sales executive (Hypermarkets & Pharmaceuticals)

Roles and responsibilities

* Maintain good relationship with clients.
* Direct meeting with buyers to take orders.
* Make a route plan and visit the outlets regularly.
* Maintain a good relationship with the outlet supervisors and section in-charges.
* Delivering the products to the outlets according to LPO.
* Make sure the products are available in the markets.
* Follow up with merchandisers regarding displays and availability of stocks in the outlets.
* Making sure deliveries are done without fail.
* Collection of cheque from customers.

# AL JABER GALLERY March 2015 - June 2018

**Inside Sales Representative**

Roles and responsibilities

* Greeting the customers
* Assisting shoppers to find the goods and products they are looking for.
* Be involved in stock control and management.
* Being responsible for processing cash and card payments.
* Stocking shelves with merchandise.
* Answering queries from customers.
* Reporting discrepancies, damages, repair and problems to the supervisor.
* Giving advice and guidance on product selection to customers.

# FUTURA AUTOMATION PVT LTD Sept 2013 to Sept 2014

Futura Automation is a photocopier machine dealer for RICOH brand. Roles and responsibilities.

* Coordination with marketing and sales team.
* Meeting and acquisition of new corporate clients.
* After sales support to clients.
* Coordination and manpower allocation for maintenance activities.

# EBEN TELECOM PVT.LTD Dec 2012 to Aug 2013.

Roles and responsibilities.

* Meeting and acquisition of new corporate clients.
* Give suggestion about the plans and benefits to the employees and corporation.
* After sales support to clients.
* Continual interaction with the marketing and presales team to get the information about new clients.
* Documentation of the sales details as per the company procedure.
* Weekly and monthly progress and sales report presentation to higher management.
* MBA (Marketing& HR), Srinivas Institute of Management Science, Mangalore, India (2010-2012)

**ACADEMIC CREDENTIALS**

* Bachelor of Business Management, SNR sons college, Coimbatore, India (2006-2009)
* A self-motivated person, I strongly believe in being true to myself.

**SKILLS**

* Self-motivated and high level ofcommitment.
* Good analytical, communication and organizationskills.
* Possess leadership quality and team spirit and adaptability to new environments.
* Broad-minded, confident andadaptable.

# COMPUTER SKILLS

**COMPUTER SKILLS**

* MS Office, Tally, AutoCAD with 3D max