ABOUT ME

Highly motivated Sales Associate with extensive customer service and sales experience. Outgoing sales professional with track record of driving increased sales, improving buying experience and elevating company profile with target market.

INFO

ADDRESS

Al Qouz ,Dubai

* EMAIL siraj-393907@2freemail.com

NATIONALITY Sri Lankan

Date of Birth 06.03.1991

VISA STATUS Visit Visa

(Expire 15-DECEMBER-2019)

**SIRAJ**



**Sales Executive**

WORK EXPERIENCE

**Sales Executive**

1ST June 2016 – 8th January 2019

**DUTIES AND RESPONSIBILITIES**

* Listened to customer needs and desires to identify and recommend optimal products.
* Ensuring the product has displayed or priced according to the company standard.
* Reduce stock loss by following the stock control procedure.
* Billing and delivery document processing.

**Salesman in Qatar (BABY SHOP)**

16th of May 2013 – 29th of Feb 2016 **DUTIES AND RESPONSIBILITIES**

* Analyzed and properly processed product returns, assisting customers with finding alternative merchandise to meet needs.
* Organized racks and shelves to maintain store visual appeal engage customers and promote specific merchandise.
* Implemented up-selling strategies, encompassing recommendation of accessories and complementary purchases.
* Worked with sales team to collaboratively reach targets, consistently meeting or exceeding personal quotas.

EDUCATION

***PROFESSIONAL QUALIFICATION***

* Beginners Diploma In Information & Communication Technology (IDM)
* Diploma in English (BCAS)
* Have an Approved Sri Lankan Driving License

***EDUCATIONAL QUALIFICATION***

* Passed the GCE Ordinary Level Examination (2007) in Zahira College, Matale.
* Passed the GCE Advanced Level Examination (2010) in Zahira College, Matale.

SKILLS

|  |  |  |
| --- | --- | --- |
| Flexible schedule | Creative Thinking | Multi-tasking |
| Sales floor organization | Team work | Relationship building |