


## SALES EXECUTIVE HOTEL SUPPLIES

### PERSONAL DATA

Name	ASHIK	
Nationality	Indian	
Country & City of residence	UAE, Dubai	
Date of Birth / Place	03-11-1994	
Contact number	+971562140187	
Email	<a href="mailto:ashik@2freemail.com">ashik@2freemail.com</a>	
Passport / Expiry date	M 5530880	21 Jan, 2025
UAE Driving License	Yes	

**Business Development Executive** with 5 years of experience in **Experts choice** (Linens and Furniture Supplier company for hotels in UAE) and **TechBee IT and Design** (IT company) in

### QUALIFICATION & CERTIFICATION

DEGREE	SPECIALIZATION	DURATION, YEARS	YEAR OF GRADUATION
MBA	Marketing	2	2017
B com	Finance and Taxation	3	2015
Plus two	Political commerce	2	2012

	WORK EXPERIENCE
Position	Business Development Executive
Company's name	EXPERTS' CHOICE GENERAL TRADING LLC
Period /City/Country/	April 2023- November 2023/ Dubai / UAE/
Responsibilities & Accountabilities	<ul style="list-style-type: none"> <li>• Create business opportunities by cold calling.</li> <li>• Arranging meeting with potential client.</li> <li>• Demonstrating and presenting products.</li> <li>• Generate new business leads.</li> <li>• Preparing quotations.</li> <li>• Arranging samples according to the clients' specifications.</li> <li>• Negotiate price with Clients.</li> <li>• Obtaining project confirmation.</li> <li>• Maintain good relationships with clients.</li> <li>• Ensuring delivery periods.</li> <li>• Follow up with Clients.</li> <li>• Prepare daily, weekly sales reports.</li> <li>• Reporting sales manager in a week.</li> <li>• Collecting another business leads from the clients.</li> <li>• After sales service.</li> <li>• Handling customer complaints.</li> <li>• Payment collections.</li> <li>• Achieving monthly sales targets.</li> </ul>
Position	Business Development Executive
Company's name	Yaqoob Al Hammadi Auditing
Period/ City / Country	January 2022- March 2023/Dubai/UAE
Responsibilities & Accountabilities	<ul style="list-style-type: none"> <li>• Continuously conduct market research to generate new business leads.</li> <li>• Set up a meeting with prospective clients.</li> <li>• Build relationships with prospective clients.</li> <li>• Arrange meeting for senior management with prospective clients.</li> <li>• Generate new business leads.</li> <li>• Maintain consistent contact with clients.</li> <li>• Manage sales pipeline.</li> <li>• Work on potential leads to closing them.</li> <li>• Collecting new business leads from the clients.</li> <li>• Maintaining client's information in company software.</li> <li>• Payment collection.</li> <li>• Achieving monthly sales targets.</li> </ul>

<b>Position</b>	<b>Business Development Executive</b>
<b>Company's name</b>	<b>TECHBEE IT AND DESIGNS LLC</b>
<b>Period/ City / Country</b>	<b>January 2019- December 2021/Dubai/UAE</b>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• Identify potential clients and generate new business opportunities through cold calling and networking.</li> <li>• Set up a meeting with prospective clients.</li> <li>• Understand client requirements, offer suitable product solutions.</li> <li>• Preparing quotations.</li> <li>• Follow up with clients.</li> <li>• Build and maintain strong relationships with clients to ensure customer satisfaction and repeat business.</li> <li>• Coordinate with technical team to determine if a site visit is necessary.</li> <li>• Provide Excellent customer service by addressing client inquiries, resolving issues, and delivering timely solutions.</li> <li>• Manage sales pipeline.</li> <li>• Develop and implement effective sales strategies to achieve sales targets and maximize sales growth.</li> <li>• Prepare sales reports and analyze market trends to identify opportunities for business development.</li> <li>• Achieving monthly sales targets.</li> </ul>

LANGUAGE	WRITTEN	SPOKEN	UNDERSTANDING
English	Fluent	Fluent	Fluent
Hindi	Fluent	Average	Fluent
Malayalam	Fluent	Fluent	Fluent
Tamil	Average	Average	Average