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**Summary:**

**12 YEARS** experience in Procurement and Marketing building products. Serviced diverse sectors like Government, Contracting, Consultants, Clients & Real estate. Key strengths in Supplier analysis, evaluation & price management.

**Objective:**

Seeking a challenging position in Procurement/ Sales & Marketing sections of prestigious international organization where my extensive experience, excellent communication skills, strong interpersonal and negotiation skills will be used optimally.

**Experience:**

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| --- | --- |
| **2013-** | **Operations Manager**  **Mohd Bin Ghalaita Trading** |
|  | **Strong background and substantive experience in Procurement Operations with good negotiation skills to influence agreements with vendors and suppliers**  **Job & Responsibilities:**   * **Market analysis, supplier and price analysis and procurement of materials from suppliers**. * Responsible for expansion of market and sales in the UAE region. * Account Manager of High Net worth clients. * Review and maintenance of inventory. * Responsible for sales analysis, forecast, planning & scheduling of quarterly sales. * Analytical study and assessment of supplier’s capacity to determine reliability and credibility. * Formulate new and different sales strategies depending on the current competition in the sales market in order to improve divisional sales and to achieve sales targets well in time. |
|  | **Exceptional achievements:**  Reduced supply price for hardware through extensive research and hard negotiation. This allowed the company to source same materials at lower cost and increase profits substantially (Scale of success was unparalleled in company’s history). |
| **2002 –2013** | **Senior Sales Executive**  **Al Fajer Establishment** |
|  | **Wide experience in Sales & Marketing of Building Materials, Manhole Covers, Roof Tiles & other accessories**  **Job Responsibilities:**   * Responsible to expand dealership network * Overall supervision of sales executives * Preparing monthly sales report to the management * Organize dealers meet in various cities. * Receive customer feedback and advise product improvements to the developing team. * Principal coordinator for various overseas clients * To dispatch the goods as per schedule. * To generate new enquiries by visiting various companies working on domains like construction, consultants, contractors and clients   **Exceptional achievements:**  Responsible for achieving Sales Target of 200 thousand Dirham’s Monthly. |
| **2000** | **Sales Coordinator**  **British American Tobacco** |
|  | **Job Responsibilities**   * Supervising of Merchandisers * Quality control and carryout quality audit * Material management & logistic control |

**Qualifications**

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| --- | --- |
| **2006-2009** | **Master of Business Administration (MBA) in Marketing and Finance** |
|  | * Manipal Institute of Science and Technology |
| **2001** | **Bachelor of Science in General Business** |
|  | * Excelsior College U.S.A |
|  | **Trained and experienced in MS Office , MS Excel and MS Powerpoint** |

**Strengths**

|  |  |
| --- | --- |
|  | * Over 12 years of extensive knowledge and diverse experience in Sales, Marketing, Operations and Procurement. * Interactive person with excellent communication and negotiation skills with ability to build remarkable client relationship. * Superior organizational and time management skills, adept at planning, business analysis and forecasting. |

**Personal details**

I am the eldest of 3 children and was brought up in the UAE where I did all my schooling and University. My loving wife Nisha is chemist and we are blessed with two wonderful children. We as a family are active volunteers with social and cultural organisations. I enjoy football, watching movies, music and coach my son football as frequently as possible. I’m an easy going down to earth person and effortlessly create fun and working relations with all my family and colleagues. I truly believe I can push myself further and help others in the process.

Sex : Male

Date of Birth : 30/06/1978

Nationality : Indian

Marital Status : Married

Languages Known : English, Hindi, Arabic and Malayalam

Hobbies : Reading, Travelling