

Contact HR Consultant for CV No: 338201

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**Objectives**

Contribute to the development in the field of business management, marketing and investor relations and customers, taking advantage of what I have practical experience and theory in this area**.**

**Work experience**

**From 15-9-2013 till now**

**Design Lab Engineering Consultants**

**– Dubai and Sharjah office ( U.A.E.)**

**Job Title: Accountant and customer`s account**

* Find new projects and communicate with companies to provide the company's profile.
* Offer the best solutions in collaboration with the company's team of engineers.
* Coordination between the company and customers for documents and contracts and payment methods.
* Follow-up stages of the implementation of the project and also the accounts of customers to provide the best service and get the best results.
* Reporting to the Executive Director of the Company for all projects being implemented and last position of each project.

**From 1-4-2012 till 30-6-2013 Techno office – (XEROX) Sales department**

**Job Title: Marketing Consultant (Nasr City)- Egypt**

* Implementation and management to achieve sales objectives of management of sales strategy**.**

* Develop and implement sales and pricing strategies, and all other matters relating to achieve higher revenue.
* Follow-up and closing major sales opportunities with sales management**.**
* Provide market feedback to the leadership of the company with respect

with competitive offers, and the market needs innovation of new ideas for product development**.**

* Ensure that marketing offers put forward by the company match and are compatible with marketing offers offered by competitors**.**
* Build trust and close relationship with customers**.**
* Understand customer requirements very well**.**
* the appointment and management of customer expectations**.**
* communicate with customers as soon as possible**.**
* customer analysis to determine the current and future needs**.**
* Design, implementation and management of the annual marketing plan for the company**.**
* regulating relations with clients including: customer satisfaction surveys, and development activities for customers**.**
* Design and implementation of communication systems to find new customers**.**
* The development, data management and marketing rules that include customer information and needs**.**

**From 1-5-2010 till 30-3-2012**

**Kirovest for veterinary drugs**

**Sales Department**

**Job Title: sales team leader (Cairo- Giza- Sharkia)- Egypt**

* Set up daily, weekly and monthly management reports**.**
* Work on training for the sales staff about the products effectively solve customer problems**.**
* Work with marketing departments, in the development of pricing strategy and sales performance analysis based on objectives of the company.
* Development, data management and marketing rules that include customer information and needs.
* Design and implementation of communication systems to find new customers**.**
* Regulating relations with clients including: customer satisfaction surveys, and development activities for customers**.**

* communicate with customers as soon as possible to resolve any problems faced**.**

**From 2-12-2006 till 30-4-2010**

**GB Auto Co.**

**Job Title: sales consultant (indoor & outdoor)- Egypt**

* Handle clients in a professional manner To determine their needs and the best solutions and the most suitable and also the best solutions to pay that fit their budget Offers.
* Process customer orders .
* Keeping up to date with product developments.

- Follow- up calling and visit the clients.

* Devise new sales or marketing strategies.
* Work with other departments.

**From 1-1-2003 till 30-11-2006**

**Kirovest for veterinary drugs**

**Sales Department**

**Job Title: sales representative (Alex & Kafer El Shekh & El Monofia)- Egypt**

* Set up daily, weekly and monthly management reports**.**
* Work with marketing departments, in the development of sales performance analysis based on objectives of the company.
* Development, data management and marketing rules that include customer information and needs.
* Regulating relations with clients including: customer satisfaction surveys, and development activities for customers**.**
* communicate with customers as soon as possible to resolve any problems faced**.**

**From 1-6-2001 till 30-12-2002**

**RadioShack Co.**

**Sales department**

**Job Title: Sales representative (indoor at 10th of Ramdan city) – Egypt**

* Sufficient knowledge of all products offered and their features
* **Ensures understanding of the customer’s needs and problems and in a**

co-operative manner attempts to provide the products that match the **customer’s needs**

* Meets customers **needs by delivering the shop’s offerings and prices**
* Ensures the availability of products and reviews the stock levels
* Monitors prices and offerings of competitors
* Carries responsibility for collecting cash from the customer

**Education**

Bachelor of commerce from Tanta University- Egypt - Grade ( Good )

**Courses and Computer skills:-**

* Microsoft Word- Excel and power point
* Accountant program (Tally)- \* Certificate attached
* Good use of internet.

**Language skills:-**

* Arabic: read, written and spoken (Mother tongue).
* English: read, written and spoken (v.good).

**Personal Skills:-**

* Hard worker.
* Ability to work in a team.
* High ability to learn.
* Good ability to work under pressure.