COLIN

**Email:** [**colin.363486@2freemail.com**](mailto:colin.363486@2freemail.com)

**OBJECTIVE**

Obtain a position as a team-player in a people-oriented organization where I can maximize my customer service experience in a challenging environment to achieve the corporate goals.

**PROFESSIONAL SUMMARY**

* Leadership skills, Effective communication, Positive attitude, Hardworking, Co-ordinating skills, Optimistic and Objective performance oriented Systematic and Organised.
* Time management- Working under pressure and meet the deadlines with ease and efficiency.
* Ability to learn quickly and adapt to changing environments.
* Building profitable and Strategic relationship with companies and customers.
* Extensive experience in developing plans & SOPs for overall management and supervision.
* Actively involved in developing marketing campaigns and handling cost saving initiatives in the processes.
* Excellent leadership with exposure conceptualizing measures to optimize the resource / capacity utilization.

**WORK EXPERIENCE**

**Pantaloons India Limited, Mangalore, India. July-2010- July-2011**

**Fashion Assistant**

* Recommend, select, and help locate or obtain merchandise based on customer needs and desires.
* Creating & executing a territory business plan focused on generating sales
* Conducting periodic presentations and product trainings with the occupational therapist and physiotherapists, briefing them on how to measure the patient and updating them on new and existing products.
* Having excellent sales judgment and strong service orientation
* Conducted an extensive market research on competition brands & their business strategies

**Lifestyle, Landmark Group, Mangalore, India. July 2011 -Aug 2013**

Brand Staff

* Change or rotate window displays, interior display areas, or signage to reflect changes in inventory or promotion.

|  |
| --- |
| * Organizing and implementing successful product demonstrations for customers |
| * Responsible for developing and maintaining commercially productive relationships with new and old clients. In charge of identifying sales leads to increase revenue and profitability. * Overseeing Marketing and Sales Operation for achieving increased growth & profitability. | |

**Damak Trading Company, Kuwait Oil Company, Kuwait Nov 2013-Sep 2016**

**Supervisor**

* Direct and coordinate activities involving sales of manufactured products, services, commodities, real estate or other subjects of sale.
* Monitoring all Field Inspector and reporting to main office about the concern at field.
* Reporting & Analysis.
* Developing implementing plans to maximize Warehouse operational standards
* Inventory: Cycle count, Stock Taking

**Country Club, Dubai. May 2017 till Date**

**Business Developer Executive**

* Preparing Quotations as per customer requirements.
* Invoicing preparing receipts and payment vouchers
* Well versed with sales & stock counts.
* Preparing the sales agenda.
* Regular Follow ups with the customer on the enquiries, sales & purchase orders and ensures them of the delivery dates, tracking sales orders to ensure that they are schedule and sent on time.
* Planning work, schedules and weekly and monthly timetables. This may involve working with the area sales team or discussing future targets with the area sales manager.
* Regularly attending management team meetings, technical data presentations and briefings
* Work as part of a project team to coordinate database development and determine project scope and limitations.
* Investigate complaints, disturbances, and violations and resolve problems following management’s rules and regulations.
* Develop up methods to integrate different products so that they work accordingly to customise commercial databases to fit specific needs.

**KEY SKILLS AND COMPETENCIES**

* Sales & Marketing
* Able to make decisions with imperfect information.
* Turning data into meaningful and actionable insights.
* Producing innovative strategic ideas with clear objectives in mind.
* Strong skills in Microsoft Word, Excel, PowerPoint.
* Relationship management with external agencies, vendors or business partners.
* Able to work independently as well as on cross-functional teams

**EDUCATION**

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| --- | --- |
| Rotary English Medium School, India |  |
| High School  Pompie Pre-university College, India | March 2005 |
| Pre-University College Pompei College, India | May 2007 |
| Bachelor Of Business Management | June 2010 |

**ADDITIONAL INFORMATION**

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| --- | --- | --- |
|  |  |  |
| Place of issue: | : | Bangalore |
| Date of Issue: | : | 21/07/2017 |
| Date Of Expiry: | : | 20/01/2027 |
| Nationality: | : | Indian |
| Marital Status: | : | Married |
| Visa Type: | : | Employment |
|  |  |  |

**COMPUTER SOFT SKILLS**

Basic computer knowledge : Rotary English Medium School, India

Hardware and Networking : Net king, India

**ACHIEVEMENTS**

* Rewarded has Employee Of The Month (May 2011) in Pantaloons.
* Attended All India AICUF general meeting.
* Taking care of outwards of the department single handed in Lifestyle.
* Been to Bangalore stores for stock takes.
* Preparing the final sales report of the department and reporting to Manger.
* Responsibility of the Department was taken up by me in the absence of Manager.
* Have been a part of OASIS programme through college.

**DECLARATION**

I hereby declare that the above information provided is true.

Dubai

COLIN