***CURRICULUM VITAE***

***ABDUSSALAM***

***Ajman, UAE.***

***Mob: +971 50 4753686***

***Email:*** [***abdussalam-399725@2freemail.com***](mailto:abdussalam-399725@2freemail.com)



**PERSONAL INFORMATION**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Date of Birth | | | : |  | 03-05-1977. | |  |
|  | Nationality | | | : |  | Indian. | |  |
|  | Religion | | | : |  | Muslim. | |  |
|  | Marital Status | | | : |  | Married. | |  |
|  |  |  |  |  |  |  |  |  |
|  | Sex | | | : |  | Male. | | |
|  |  |  |  |  |  |  |  |  |

**Passport Details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  | | |  |
| Date of Issue | | | : | | 23-11-2014. |  |
|  |  |  |  | | |  |
| Date of Expiry | | | : | | 22-11-2024 |  |
|  |  |  |  | |  |  |
|  |  |  |  |  | Employment |  |
| Visa Status | | | : | |  |
|  |  |  |  |  | Visa. |  |
|  |  |  |  |  |  |  |

**Language Proficiency**

* English.
* Arabic.
* Hindi.
* Malayalam.

**Strengths**

* Sales Management skills.
* Negotiation Skills.
* Computer Literate.
* Communication skills.
* Excellent customer service.

***Career Goal :-***

To join an organization that gives me an opportunity to showcase my skills and also helps me gain practical exposure in business sector.

***Educational Details :-***

**Academic**

**Sept 1994** Pre Degree

MAS College, Malappuram, Kerala,

India.

**May 1992** High School Education.PPTMYHS School, India.

**Computer**

*MS Office. Internet. E-mailing.*

***Working Experience :-***

***Mar 2016 To Till Now*** ***Plastic Products Supplier based in***

***Ajman, UAE.***

***Designation.: Sales Executive.***

* *Conduct market research to identify selling possibilities and evaluate customer needs.*
* *Actively seek out new sales opportunities through cold calling, networking and social media.*
* *Prepare and deliver appropriate presentations on products and services.*
* *Create frequent reviews and reports with sales and financial data.*
* *Ensure the availability of stock for sales and demonstrations.*
* *Participate on behalf of the company in exhibitions or conferences.*
* *Negotiate/close deals and handle complaints or objections*
* *Collaborate with team members to achieve better result.*
* *Gather feedback from customers or prospects and share with internal teams.*

**UAE Driving License Details**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Issue Date | : | 09-09-2008. |
| Expiry Date | : | 07-09-2023. |
| Issue Place | : | Abu Dhabi. |
| Type | : | Light Vehicle. |
|  |  |  |
|  |  |  |

***Oct 1998 To Feb2010*** ***MOHAMED AL EISAYI GROCERY.***

***Al-Ain, UAE.***

***Designation.: Cashier cum Sales Man.***

* *Manage transactions with customers using cash registers.*
* *Scan goods and ensure pricing is accurate.*
* *Track transactions baso on order numbers and report any discrepancies.*
* *Collect payments whether in cash or credit.*
* *Issue receipts, refunds, change or tickets.*
* *Redeem stamps and coupons.*
* *Cross-sell products and introduce new ones.*
* *Resolve customer complaints, guide them and provide relevant information.*

***Sep 2010 To Jan 2016 GOLDEN HEARTH RESTAURANT.***

***Al-Ain, UAE.***

***Designation.: Driver.***

* *Follow all state and national safety regulations and standards.*
* *Accurately follow routes, maps, and directions.*
* *Maintain vehicle equipment; replace oil, fill gas tank, perform general motor vehicle maintenance as needed for safety.*
* *Keep interior of vehicle clean of debris and clutter.*
* *Collect payments, document amount, and offer receipts when necessary.*
* *Follow schedules and rerouting in a timely manner when faced with traffic or congestion.*

***Professional Attributes :-***

* *A high standard of professionalism in my work.*
* *The ability to remain calm and objective in all situations.*
* *The ability to quickly identify and resolve client and team problems.*
* *Able to work autonomously and in a team environment.*

***References :-***

*Available upon request.*