

ZAMEER SHAIKH

SR . SALES EXECUTIVE

+968-9533-9183 zameershaikh483@gmail.com



PROFESSIONAL PROFILE

Enthusiastic and optimistic sales professional with over 22 years of experience as a Sr. Sales Executive for building Material Company here in Oman. Skilled at developing and maintaining client relationships and highly committed to working with a team to achieve quotas. Achieving sales targets on consistent basis. Revitalized underperforming sales organizations using best practices. Excels under pressure. Fluent in Arabic.

EXPERIENCE

SR. SALES EXECUTIVE cum SUPPLIER

AL HABUBIYA TRADING – Muscat, OM

2013 to 2022

Key Contributions:

- Answered incoming calls assisting clients with inquiries on rates, billing issues, and service problems. Provided documentation on incoming calls.
- Supplied production lines with material from the warehouse. Skills Used: hard work, dedication, teamwork, listening skills, and customer service.
- Completed shipments and filled orders.
- Answered phone calls and handled light paperwork.
- Maintains inventory & arranging for return and credit on product.
- Learned the materials when customers ask for them.
- Maintained simple records.
- Transported shipments to particular areas.
- Provided these supplies to them, in the most efficient way possible.

SALES EXECUTIVE

SAHIR INTERNATIONAL CO. LLC – Muscat, OM

2000 to 2013

Key Contributions:

- Researching prospects and generating leads.
- Contacting the prospective clients by personally visiting him or contacting him by phone, email.
- Preparing and sending quotes and proposals.
- Helping management to decide on new routes and setting up on weekly, Quarterly and yearly targets.
- Good administrator in arranging a timely delivery of goods.
- Doing Effective competitive analysis for appropriate positioning of the products in the market.
- Establishing targeted market share by building a new customer list.
- Evaluating advertising, merchandising, and trade promotion programs and developing field sales action plans.

EDUCATION

MATRICULATION

(1996)

Indian School Muscat.

HIGHER SECONDARY EDUCATION

(1999)

Mumbai University.

EXPERTISE SKILL

- Good product knowledge
- Arabic language proficiency
- Reporting Skills Competitor analysis skills
- Sales and analysis
- Customer relationship
- Negotiation skills

PERSONAL DETAILS

- Driving License : Valid Omani Driving License
- Language : Arabic, English & Hindi.
- Nationality : Indian
- DOB : 03-05-1978

DECLARATION

I hereby declare all the information provided above are genuine to the best of my knowledge and belief.