



Murali Nambiar

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Sales/Administration/Supervision/Marketing

Profile

Senior Administrative & Marketing professional with two decades of proven work experience in administration, Trading, Manufacturing & Service Industries with a proven record of success in achieving set results. Expertise in Administration, Sales, Marketing, Business Development, Building strategies, customer service, client relationship & Team management.

Personality

Highly motivated & dedicated team player, possess excellent problem solving, analytical, leadership, presentations, client convincing, follow up, negotiation, communication, interpersonal, supervision and management skills.

Achievements

- Developed business to make the division a successful profit centre for employers
- Opening and developing accounts, planning own time and daily routines
- Introduce company and its prospective to reputed organizations and establish direct contact with key accounts in the region for continuous business growth.
- Established and developed a core range of products in all accounts
- Delivered the right product to customers, accurately and on time, understanding their specific requirements and providing them with technical assistance for product and production improvements
- Handled sales and marketing of Office Furniture & Interior Fit-outs, Contract floorings, Wooden flooring, Carpet flooring, Furniture & Building materials

- Identified new markets and introduced new products to the UAE market place
- Managed new responsibilities for marketing new products, brands, manufacturers
- Delivered end user training solutions that met the needs of the customers business and their staff
- Supervised logistics and project management and coordination in huge project execution involving civil works with a large group of manpower
- Developed commercial partnerships and solid business relationships, by maintaining a contact strategy that ensured good customer follow up
- Liaise with suppliers, clients, architects & contractors for smooth project execution
- Strong sales presentation skills, with ability to clearly communicate benefits and values

Major commercial products promoted and marketed:

Vinyl flooring, Wooden/Parquet flooring, Synthetic Sports flooring, Rubber Flooring, Raised Access flooring, Carpet flooring,.

Training

Vinyl flooring, Sports flooring, Raised Access flooring and Carpet flooring product training @ Armstrong, Germany.

Work Experience

Boomy Dezin Build

Operation Manager

Kerala, India

January 2019- Present

- Dealing with construction of residential and interior Fit Out work

Keynes Const. & Interior LLC

Business Development Manager

Dubai, UAE

August 2016 - March 2018

Doha Floors

Sales Manager

Doha, Qatar

May 2012 – February 2016

Abu Sharkh Gen. Maintenance & Interiors

Sales Manager

Dubai, UAE

2010 - 2011

Al Reyami Group, Flooring Division

Sales Administrator/BDE

Dubai, UAE

2002 - 2010

- Support and assist sales team for execution, office coordination, projects supervision, warehouse management, procurement of materials and site management
- Supervised logistics and project management and co-ordination of huge project execution

B.M. Birla Heart Research Centre

Kolkata, India

Administrative Executive

1992 - 2002

- Looking after the whole public relation, secretarial and administrative affairs of the department of cardiac surgery & clinical director's office
- One of the leading & prestigious Heart hospitals in the country performing 4-5 major heart surgeries and 20-25 cardiac catheterizations on a day to day basis

Education

Bachelor of Arts (Economics)

Skills & Interests

Skills: MS Word, Excel, Word Processing, Power-point & Internet applications

Interests: Music, Sports, Gardening

Personal Details

Full Name: M.O. Muralidharan

Date of Birth: 25 May 1967

Marital Status: Married, 2 children

Gender: Male

Languages: English, Hindi, Bengali & Malayalam

Driving Licence: LMV Valid Dubai & Qatar Licenses

Present address: "Prarthana", Green Villa Road, Manal, P.O. Alavil, 670008, Kannur, Kerala, India

Salary Expected: Negotiable