



# SHAIK MUZAFFAR

Sales Representative

## Career Aspiration

To seek a suitable challenging position as a human resource specialist with an organization that has the vision and potentials for development, growth and expansion and at the same time maintains a high standard of performance and business ethics. Secure a responsible position in cleaning service sharing my 03+ Years. Of valuable Sales experience.

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shaikmuzaffar7777@gmail.com

Doha, qatar

## Language

- English
- Hindi
- Urdu
- Telegu

## Expertise key

- Management Skills
- Self development
- Time management
- Schedule coordination
- Critical Thinking
- Inventory Oversight
- Handling costomer complaints
- Anytical Skill

## Experience

As a fos and Office Management SALES & MARKETING at Idea Cellular Limited

2018-2020



- Present, promote and sell products/services using solid arguments to exi customers. Establish, develop and maintain positive business and customer relation
- Research and develop marketing and sales strategies for a company.
- Office Management Organising meetings and managing databases.
- Purchasing office supplies and equipment and maintaining and proper stock level.
- Dealing with correspondence complaints and queries

Senior sales representative

2021-2022

SAMSUNG ELECTRONICS PVT LTD -Hyderabad, India



- Responsibilities to explain services and the product to the clients.
- Understanding the needs and requirements of the clients.
- Reaching daily, weekly and monthly targets and plan accordingly.
- Developing innovative sales strategies to achieve sales goals
- Resolving customer complaints in a timely and professional manner to maintain customer loyalty.

VBA - Vivo Brand Ambassador

2022-2024

Bajaj Electronics- Nizamabad, India



- **Product Knowledge:** Thoroughly understanding the products or services being promoted, including features, benefits, and target audience.
- **Customer Engagement:** Actively engaging with potential customers, building rapport, and addressing their questions or concerns.
- **Product Demonstrations:** Effectively demonstrating products or services to showcase their value and benefits.
- **Sales Presentations:** Delivering persuasive sales presentations to potential customers or groups.
- **Sales Targets:** Achieving and exceeding assigned sales targets and quotas.
- **Customer Service:** Providing excellent customer service, ensuring customer satisfaction, and addressing any issues or complaints.

## Computer Skills

- Tally ERP 9.0
- Microsoft office
- operating system All window platform
- Advance Excel

## Personal details

Date of birth 16- 6- 1997  
Nationality Indian  
QID NO 29735637473

## Sales Skills

- SALES SKILS Strong negotiation and consultative sales skills.
- Excellent organizational and problemsolving skills.
- Effective communication skills.
- Exceptional customer service skills.
- Relationship management skills and openness to feedback
- Proven track record of achieving sales quotas.
- Mentoring Maintaining high ethical standards
- Response quickly with solutions
- Ability to prioritize work and meet deadlines.

- **Market Research:** Gathering information about competitors, market trends, and customer preferences. Sales Reporting: Tracking sales performance, preparing reports, and analyzing sales data.
- **Merchandising:** Ensuring products are displayed attractively and effectively on shelves or in-store displays.

## Education

### MIMS DEGREE COLLEGE,BODHAN ,India

Bachelor of Commerce in computer applications 2020

## Professional summary

- To establish a long-term career in a company where I may utilize my Sales Specialist professional skills and knowledge to an effective Associate ProgramManagerand inspiration to those around me.
- Knowledge in sales, ability to work under pressure, ability to follow oral and written instructions, great listening skills great problemsolving.
- Professional 03+ years of experience, along with verifiable track records through leading &successful organizations with commendable experience in sales field.
- Proactive leader, innovative and flexible with flair of adopting, emerging trends and industry requirements to achieve organizational profitability norms.
- An exceptional team player with strong communication, negotiations, problem resolution and client relationship management for identifying new opportunities and developing tactical business solutions as per the need.

## Declaration

"A good exchange best conveyed with direct interaction. An interview to such an exchange is welcomed and requested". I hereby declare that the information furnished above is true to the best of my knowledge. If given an opportunity to serve your esteemed organization, I shall prove my ability with my submissive and Dexterity.

**Shaik Muzaffar**