



Inshaf Buhardeen

Mobile no: +974 66081312

E-mail: ins.soft92@gmail.com

Linkdin: Inshaf Buhardeen

QID with NOC / Qatar Driving License Holder

ABOUT ME

I'm a people's person, I love working with people and be myself. My key skill is I know how to talk and approach people. Thanks to my previous experiences...

work experience and creative towards making significant contribution to the growth and development of the company and thereby develop myself.

SKILLS

- ✓ Risk management experience.
- ✓ Problem Solving/Sales Demoing/Negotiating/Collection
- ✓ Following Up/Closing/Adaptability
- ✓ Ability to keep abreast of advancements in the field of specialization.

GULF WORK EXPERIENCE

Sales & Marketing Executive

Azure Trading (Tivoli Group) Qatar

Feb2023-2024 present

A Work City (Location) birkat al awamer/jery al samur/new industrial area/sanaia industrial area/north of al wakrah and south of al khor

- ✓ Preparing marketing and sales strategies.
- ✓ Maintaining a healthy relationship with the clients.
- ✓ Handling complaints of the clients/ Negotiating the deals with the clients.
- ✓ Determines annual and gross-profit plans by forecasting and developing annual sales quotas for regions.
- ✓ Provide the highest quality of service to the customer at all times
- ✓ Negotiate and close deals, ensuring customer satisfaction and long-term collaboration
- ✓ Generating leads and market research analysis
- ✓ Contact clients and discuss their overdue payments| Resolve customer credit issues/ Negotiate suitable payment plans. /Maintain customer payment records.
- ✓ Support the development of marketing materials, including brochures, newsletters, emails, social media content

Sales Executive

Bakel Trading Company wll Doha-Qatar

Dec 2019 TO Nov 2023

Medical center / pharmacist / hypermarkets / woqod sidra

- ✓ Arrange appointments with doctors, pharmacists, hospital medical teams and hypermarkets
- ✓ Scheduling meetings with potential and existing customers.
- ✓ Provide product information and deliver product samples / Purchase orders Timing and follow up of orders
- ✓ Track metrics to ensure targets are hit
- ✓ Meet target and Manage sales pipeline/Report must be submitted on time Negotiate payment plans and repayment

Personal IF

Date of birth : 12/3/1990
Marital status : Single
Religion : Muslim
Nationality : Sri Lankan

Academic History

✍ Pass the GCE (O/L) Examination
2006)

& G C E (A/L)
Examination 2009)

Professional and Other Qualification

Successfully Completed Business Management in Radiant Info School in Kandy, Srilanka.

Cover Subjects: -

- ❖ Introduction to Business & Structure
- ❖ Quantitative Techniques Organization
- ❖ Behavior Strategic Human Resource
- ❖ Management Business Mathematics &
- ❖ Statistic Management Information
- ❖ Business Economics / Accounting
- ❖ / International Business /Business Law / Project

- ✍ Successfully completed job Training Programmer as a Bank Clerk in Data Information Bureau
- ✍ Successfully Completed Diploma in Spoken English & Grammar in American College

✍ Successfully Completed International Business Management BBA American college of higher education Kandy srilanka (Northwood university)

Extra-curricular Activities

- An active participant of project initiated by Welfare Association Sri Lanka – Uk
- College Band Scout & leader 2006 to 2009
- Had athletic Captain at the College
- Had athletic Captain at the College
- Had participated zonal Meet, Division Meet and provincial Athletic Meets

LANGUAGES KNOWN:

- English, Tamil, Sinhalese, Malayalam, and Hindi

HOBBIES AND INTERESTS

- Acting
- Learning languages
- Swimming

Reference:

Mr.Muhammed Hamami
Azure Trading
Sales & Marketing Manager
+97430680316

Mr.Sivakumar
Bakel Trading Company wll
Marketing Manager
+97433461832

Business Development Executive **Jan2017-Feb2019**
Hadaf Al Khaleej Debt Collection (TAHSEEL) Doha-Qatar
corporate companies/commercial bank/Vodafone/Ooredoo

- ✓ Conduct thorough market research to identify potential customers and analyze their specific needs.
- ✓ Effectively achieve/exceed sales targets
- ✓ Generate new business leads for corporate products.
- ✓ Creating positive, long-lasting relationships with current and potential client
- ✓ Attracting new clients by innovating and overseeing the sales process for the business
- ✓ Monitoring market trends and competitor activities to identify business opportunities.
- ✓ Negotiate settlements to receive payments on certain percentages of debt.
- ✓ Coordinate efforts to collect debts with sales, accounting, and legal departments.
- ✓ Create plans and strategies for collecting debts.

Marketing Executive **Feb2014-NOV 2016**
AARAM Trading W.L.L. (Doha-Qatar)

- ✓ Giving sales presentations to a range of prospective clients.
- ✓ Coordinating sales efforts with marketing programs.
- ✓ Work closely with management to identify and develop strategies to increase collections
- ✓ Follow up on customer complaints
- ✓ Generating leads and market research analysis
- ✓ Coordinating with site/project representatives to assign work to the technical team based on customer requirements
- ✓ Bringing new business through marketing to the existing customers new projects and /Or new customers
- ✓ Prepare reports and other documentation as required
- ✓ Understand and articulate company policies, procedures, and standards

SRI LANKA WORK EXPERIENCE

Marketing Executive **01 Years Complete**
Richard Pieris & Company PLC Head Office (N. Maharagama)

A company from the number one position in srilanka during my time, established in 1940.

I hereby declare that the above information is true and correct to the best of my knowledge.

BEST REGARDS,
Inshaf buhardeen