



IJAS NASEER

Sales Executive Cum Messenger Driver

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Profile Summary

- A goal-oriented professional with **over 6 years** of experience as salesman & driver in Qatar.
- An effective communicator with excellent relationship management skills and strong analytical, problem solving & organizational capabilities.
- Well aware about the locations and roads in Qatar.
- Hands on experience on handling customer data base on sales & collections.



Personal Details

- Date of Birth: 20th February 1995
- Address: Bin Mahmoud Doha-Qatar,
- Nationality: Sri Lankan
- Marital Status: Married
- Passport No.: N5150162
- Driving License: Qatar
- Mobile: + 974-72209226
- Visa Status: QID with NOC



Languages

- Proficient
 - ENGLISH
 - TAMIL
 - SINHALESE
- Moderate
 - ARABIC
 - MALAYALAM
 - HINDI
 - URDU



Core Competencies

- Strong driving record
- Navigation
- Customer Service
- Maintenance Knowledge
- Physical fitness and Strength
- Efficient and Time Management
- Problem Solving
- Detail-Oriented
- Analytical Skills & Problem Solving

Organizational Experience

- South beach trading Sales Executive
From February 2022 to Present
- Uber Driver
From June 2018 to June 2021
- Al Mashreq trade merchandizer cum salesman
From January 2014 to June 2017
 - Cargo agent – Middle east Cargo International PVT-LTD
From May 2012 to May 2013

Work Experience

Salesman cum driver: South Beach Trading

- Maintain working relationships with existing clients to ensure that they receive exceptional service and to identify potential new sales opportunities.
- Achieve sales goals by assessing current client needs and following a defined selling process with potential buyers, often including product demos and presentations.
- Coordinate with other sales representatives to ensure that quotas are being met and company standards are being upheld
- Present, promote and sell products/services using solid arguments to existing and prospective customers.
- Supply management with reports on customer needs, problems, interests, competitive activities, and potential for new products and services
- Keep abreast of best practices and promotional trends
- Establish, develop and maintain positive business and customer relationships

Al Mashreq trade merchandizer cum salesman

- Design floor layout and window displays that incorporate research on current trends and previous sales
- Perform weekly inventory and place orders, taking note of best sellers and unpopular items
- Train sales associates on restocking and creating displays
- Coordinate with other sales representatives to ensure that quotas are being met and company standards are being upheld
- Maintain and develop friendship with the company's existing customers by ensuring regular contact with them through meetings, speaking with them on the phone, and also communicating with them by email.
- Discuss special promotions with managers and provide advice on upcoming product design and development.

- Document all order information and purchases and send copies to the Manager at the close of work.

Cargo agent-Middle East Cargo International (PVT)Ltd

- Administered to route incoming and outgoing air freights.
- Facilitates to takes telephone orders from customers and arrange for pickup of freight and deliver to loading platform.
- Assembled goods according to its main purpose.
- Ensure the weight of the item and determined the cost.
- Prepare fright bills, receiving payments and prepare refund process
- Prepare documents to escort shipments.

Education Qualifications

- Passed G.C.E A/L Examination in 2013
- Passed G.C.E O/L Examination in 2011

Certifications

- Diploma in English – British Way English Academy
- Diploma in Microsoft Office – Sri Lanka