

## M. ISMAIL SIRAJUL RIZVI

Doha Qatar (**Immediate Available**)

Salesman / Driver.

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Mobile: +974-77732945 / +974-74407550

Sri Lanka.



### Objective

With over 09 years of experience in Sales and Marketing within the FMCG sector, I have successfully collaborated with industry leaders such as Al-Marai (Saudi Arabia), the Director General of Irrigation (Sri Lanka), and Qbake (Qatar). My expertise lies in driving sales, building strong relationships with clients, and implementing effective marketing strategies that align with organizational goals.

In addition to my industry experience, I hold a Light Vehicle and Medium Truck License, as well as an NOC and a Computer Card. These qualifications enhance my ability to contribute effectively in diverse operational environments.

I am eager to bring my skills and experience to a challenging role at your esteemed organization. My goal is to contribute to achieving your business objectives while upholding the highest professional standards and continuously developing my expertise.

### Academic Qualifications

- **High School:** G.C.E. Ordinary Level, National School, Sammanthurai.
- **Certification:** Information Communication Technology (NVQ Level-3), NAITA, Colombo.

### Professional Experience

#### 1.Salesman & Driver (Medium Truck)

*Q Bake, Doha, Qatar*

January 2018 – September 2021

- Delivered and promoted products to clients across various locations.
- Established and maintained customer relationships, contributing to sales growth.



#### 2.Driver cum Personal Assistant

*Irrigation Department, Government of Sri Lanka*

February 2016 – January 2017

- Assisted senior government officials with transportation and administrative duties.
- Ensured punctuality and efficiency in all duties performed.



#### 3.Salesman

*Al-Marai, Kingdom of Saudi Arabia*

January 2011 – February 2013

- Managed product sales in designated territories, achieving consistent growth.
- Developed relationships with clients to understand their needs and increase sales.



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### Key Skills

- **Sales & Marketing:** Expertise in FMCG product sales, client relationship management, and merchandising.
- **Communication & Interpersonal Skills:** Strong ability to work effectively in a team, maintaining clear communication across various levels of an organization.
- **Time Management & Organizational Skills:** Skilled in prioritizing tasks, planning resources, and working under pressure.
- **Technological Adaptability:** Capable of adapting to new technologies to enhance productivity and efficiency.
- **Punctuality & Reliability:** Consistently dependable and punctual, with a strong work ethic.
- **Problem-Solving:** Ability to make decisions and solve issues quickly and effectively under pressure.

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### Languages

- **English:** Excellent
- **Hindi:** Good
- **Tamil:** Excellent
- **Arabic:** Good
- **Malayalam:** Excellent
- **Sinhala:** Excellent

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I assure you that I will be an asset to your institution if I am given an opportunity to serve your esteemed company and hereby certify that the information given above is true and correct to the best of my knowledge.

**M. ISMAIL SIRAJUL RIZVI**