C U R R I C U L U M V I T A E

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| SUNIL VASU DEVADIGA | Email : sssunlkk345@gmail.comMob. 00918904729655 |  |
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| CAREER OBJECTIVE: |  |
| *Seeking a challenging career on Sales and Marketing of a multinational or a professionally managed reputed organization where my abilities and potentials can be utilized for mutual benefit along with outstanding prospect for advancement.* |

**PERSONAL APPRAISAL:**

* Hardworking and result oriented.
* Key team player
* Maintaining high level of confidentiality
* Disciplined and pleasant.
* Excellent Communication and Interpersonal skills.
* Fast learner.

**ACADEMIC QUALIFICATIONS:**

Bachelor Commerce B.COM

**COMPUTER LITERACY:**

Ms Office,

 MsWord

Ms.Excel

Typing Speed : 40 Words per minute.

### WORK EXPERIENCE

**Company name** **: Mohd Omer Bin Hider Trading llc**

 **Dubai**

**Position : : Sales manager**

**Products : : construction materials**

 **( Steel, wood,hardwares,tools,timber, electrical)**

**(Feb 2013- 2024 feb )**

***Job Responsibilities:***

**● Supervision of sales activities on daily basis**

**● Daily sales schedule and planning implementation**

**● Focusing new keeping good relation with existing clients**

**● Supervision of deliveries**

**● Supervision of store supply channels, Admin works , preparation of quotations, price verification,**

**● Payment follow ups on daily basis**

**● Price verification on the quotation to be sent**

**● Developing client and supplier data base**

**● Assisting sales team in all accepts of sales tasks**

**● Receivables and payables supervision**

**● Reporting to the GM**

**Company name** **: Mehta Gulf Building Materials LLC**

 **Dubai**

**Position : : Sr.Sales executive**

**Products : : Construction materials ( Power Tools,Hardwares,Wood)**

**(Jan 2008- 2013 Jan )**

***Job Responsibilities:***

* **Supervision of sales activities on daily basis**
* **Daily sales schedule and planning implementation**
* **Focusing new keeping good relation with existing clients**
* **Supervision of deliveries**
* **Supervision of store supply channels, Admin works , preparation of quotations, price verification,**
* **Payment follow ups on daily basis**
* **Price verification on the quotation to be sent**
* **Developing client and supplier data base**
* **Assisting sales team in all accepts of sales tasks**
* **Receivables and payables supervision**
* **Reporting to the GM**

**PERSONAL DETAILS:**

* Nationality : Indian
* Martial Status : Married
* Date of Birth : 27th November 1990
* Visa status : Returned
* Languages known : English, Hindi, (Arabic Spoken).
* **Driving License : Holding Valid U.A.E Driving License.**