

ABUTHAHIR V.U

CONTACT

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- ▶ thahirvu@gmail.com
- ௺ Doha Qatar

ACADEMIC CREDENTIALS

BACHELOR OF COMMERCE Calicut University (2006 - 2008) Kerala - India

COMPUTER PROFICIENCY

Auto Cadd

Tally

MS Office

Photo Shop

LANGUAGES KNOWN

English

Malayalam

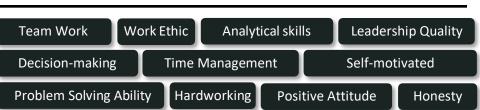
Hindi

Arabic

CAREER ABRIDGEMENT

To achieve a challenging position in a professional organization through self - improvement by excelling in all responsibilities with sincere hard work, dedication & commitment. To work towards the development of the organization & grow with it.

KEY SKILLS



EMPLOYMENT CHRONICLE

- **SALES EXECUTIVE** November 2022 May 2024 PIPELINE SUPPLIES AND SERVICES W.L.L - Doha - Qatar
 - SALES EXECUTIVE December 2012 July 2022 AL SAFA AUTO SPARE PARTS W.L.L - Doha - Qatar Auto spare parts Shop-Toyota, Nissan, Hyundai & Kia
- ACCOUNTS ASSISTANT April 2009 December 2011 CITY HYPERMARKET L.L.C - Dubai - UAE
- OFFICE ADMINISTRATION June 2007 March 2009 KOLATHINGAL FINANCIERS - Kerala - India

KEY RESPONSIBILITIES

- Maintaining a deep knowledge of company products and services.
- Building and maintaining strong relationships with prospective and existing clients.
- Researching and pursuing new business opportunities.
- Identifying clients' needs and requirements and proposing suitable solutions.
- Providing clients with comprehensive product/service consultations and guiding their decision-making process.
- Upselling and cross-selling products/services to clients.
- Managing organizational sales by developing a business plan that covers sales, revenue, and expense controls.
- Meeting planned sales goals.
- Setting individual sales targets with the sales team.
- Tracking sales goals and reporting results as necessary.
- Overseeing the activities and performance of the sales team.
- Coordinating with marketing on lead generation.
- Help customers find items in the store.
- Check for stock at other branches or order requested stock for customers.

DRIVING LICENSE DETAILS

Valid Qatar Driving License

License No. :28735625103 Date of Expiry : 21/06/20287

INTERESTS

G ← €
Songs Travelling Reading

REFERENCE

Up on Requsest

PERSONAL STRENGTHS

- COMMUNICATION Interpersonal skills verbal, problem solving and listening skills in any administrative role.
- **SERVICE** Having a customer focused approach Skills include Patience, Attentiveness and a positive language.
- ORGANIZATION Helping others, organizing a to-do list. Prioritizing tasks by the deadline for improving time -management.
- MANAGEMENT- Management skills to direct others and review others performance.

PERSONAL DOSSIER

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PASSPORT DETAILS

Passport Number	: N2955198
Date of Expiry	: 12/03/2026
Place of Issue	:Doha

DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars

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