

ALI AKBAR

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Doha, Qatar

Valid Qatar driving license



OBJECTIVE

To have a responsible position work in a dynamic company where I can utilise my professional experiences, talent and remote an opportunity for personal advancement while making real contribution to the growth of the company.

WORK EXPERIENCE

PURCHASE OFFICER – Amigos Car Care (NOV 2023- Present)

- Take the orders of spare parts and lubricants.
- Research potentials vendors and take orders
- Compare and evaluate offers from suppliers.
- Negotiate contract terms of agreement and pricing.
- Track orders and ensure timely delivery.
- Review quality of purchased products

SALES EXECUTIVE - HBA Private Trading and Contracting (Feb 2021 – OCT-2023)

- Execute inventory control measures to ensure the company minimises stock holding and maximises stock system and paperwork accuracy
- Supply and take the orders of chemical and Lab equipment's
- Compare and evaluate offers from suppliers
- Strong customer service & customer care and satisfaction
- development
- To maintain the proper arrangements for storing of materials and equipment in the proper designated bins, shelves and storage facility
- Developing relationships with new and existing clients or customers.
- Devising new sales strategies to increase profits.
- Being available to customers to answer queries or respond to complaints.
- liaising with other members of a sales team to generate and present revenue reports.

Store Keeper - Indian Kitchen Restaurant KSA (JUN 2016 – 2020 Dec)

- To maintain the proper arrangements for storing of materials and equipment in the proper designated bins, shelves and storage facility
- management sales and floor staff service through quality followed and training and development
- Strong customer service & customer care and satisfaction
- Execute inventory control measures to ensure the company minimises stock holding and maximises stock system and paperwork accuracy
- Design and implement an inventory tracking system to optimise inventory control procedures
- Prepare detailed reports on inventory operations, stock levels, and adjustments

EDUCATIONAL QUALIFICATION

- SSLC SCERT Kerala
- Higher Secondary Education
- Completed ITI Electrical
- National trade certificate Electrician

LANGUAGES

- English, Arabic & Hindi

SKILLS

- Ability to work long periods and take responsibility
- Possibility of working alone or as part of the group
- Have the ability to work under pressure
- Good behaviour

PERSONAL INFORMATION

- NAME : ALI AKBAR
- ID NO : 29335635416
- MARITAL STATUS : Married
- VISA STATUS : Transferrable Noc

DECLARATION

I am an energetic outgoing and ambitious in my own interest of my employees preserving and reliable I am younger to learn and quick to appraise new situation and require minimum of instruction and new assignment I get well with people at all levels I regard myself as being creative artistic hard working presentable and well spoken.

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