



## RAJIB RAHMAN

### Present address:

### RAJIB RAHMAN

Sanaya, Industrial Area,  
Street-24, Doha,

Qatar

Mob:+974-72237003

[Rajibsayed007@gmail.com](mailto:Rajibsayed007@gmail.com)

### Personal Data:

Date of Birth : 07-05-1981

Sex : Male

Marital Status : Married

Nationality : Bangladesh

Driving License: Valid Qatar,  
Bahrain & Bangladesh license

### Passport & QId Details :

Passport No : EH0824844

Date of Expiry: 31-03-2026

QID No : 28105017032

Date of Expiry: 11-05-2025

### Languages known

- ✓ English
- ✓ Hindi
- ✓ Arabic
- ✓ Bangla

# CURRICULUM - VITAE

## Post Applied for

## SALES, MARKETING AND CUSTOMER SERVICE.

## Career Objective

Significantly Contribute to The Success of Progressive Organization for A Long Period Where I Can Synergies My Qualification. Expand Knowledge, Qualitative Exposure and Experience for Organization & Personal Development.

## Education Qualification

Course	Passed Year	Board/University
H.S.C	2004	Hasanpur S.N. Degree Collage (Bangladesh)
S.S.C	2001	Daudkandi Model High School (Bangladesh)

## Work Experience

Post	Company Name	Work location	Duration	Experience
CUSTOMER SERVICE REPRESENTATIVE	Al-Khebra driving Academy	DOHA, QATAR	Jun 2020 to Oct2022	2 yrs
OUTDOOR SALES REPRESENTATIVE	Vodafone Telecommunic ations	DOHA, QATAR	June 2017 to February 2020	3 yrs
OUTDOOR SALES EXECUTIVE	Viva telecommunica tions	Bahrain	December 2013 to January 2017	4 yrs
FLOOR SUPERVISOR	Landmark Group LLC Lifestyle store	Bahrain	Feb 2009 to December 2013	4 yrs

### **Computer Skills**

- ❖ Microsoft Office Package
- ❖ Auto Cad

### **Interests :**

- ☞ Driving
- ☞ Reading
- ☞ Sports
- ☞ Traveling

### **EXTRA SKILL**

- Portable data traveler program.
- Inventory program (stock receiving & sending)
- Consolidation.
- Merchandising (New display guideline)
- ORPOS (Oracle Retail Point of Sales)
- Good knowledge of computer like m s excel, ms word and editing application.
- Having Zeal to Face Challenges and Make the Things Happen As Per The Required Parameters.

Willing to relocate: Anywhere

## **Customer Service Representative**

### **Duties and Responsibilities:**

- Coordinate with traffic department regarding road exam schedule.
- Handling customer complaints brought to your attention.
- Conducting regular training sessions with the team
- Conducting quality assurance surveys with customers and reporting findings to the staff. Oversees event production and solves problems as they arise
- Managing a team of customer service employees.
- Displaying extensive product knowledge.

## **Outdoor sales representative**

### **Duties and Responsibilities:**

- Identify and pursue potential leads and convert them into customers  
Travel to different locations to meet potential clients and demonstrate products or services. Present and explain company products or services to potential clients and negotiate sales contracts  
Provide excellent customer service by addressing and resolving customer queries and concerns Collaborate with the sales team and other departments to optimize sales efforts  
Prepare regular sales reports and provide them to the management

## **Floor Supervisor**

### **Duties and Responsibilities:**

- Setting goals for performance and deadlines in ways that comply with company's plans and vision. Organizing workflow and ensuring that employees understand their duties or delegated tasks  
Monitoring employee productivity and providing constructive feedback and coaching.
- Supervise and co-ordinate sales staff and cashiers.
- Assign sales workers to duties and prepare work schedules.
- Resolve problems that arise, such as customer complaints and supply shortages.

**Declaration:** The information stated herein above is true and correct to the best of my knowledge and belief.

**RAJIB RAHMAN**