

# Adeel Islam

(Bachelor of Commerce & IT)

## Business Development Executive

Mobile: QATAR +974-5535 0961

E-mail: x4adi@msn.com KSA MULTI UAE - Resident Qatar Visa status: QID WITH NOC

Driving License – QATAR Driving License UAE-DL SAUDI-DL

PROFESSIONAL EXPERIENCE: Saudi Arabia , Bahrain , Oman , UAE, QATAR



### Career Objective ■■

Ambitious to embark on a strategic level position in the field of business development where excellent professional, analytical and technical skills can help to improve the company's profitability. Highly motivated and possessing creative mind and ideas that allow for strong problem-solving abilities, and the capability to think out of the box. Looking forward to secure a position with a well-established organization having a dynamic environment that could lead to a lasting relationship.

### Strengths

- Fastidious with keen eye for details
- Strict Compliance to Set Policies & Standards
- Expertise in High Sales Generation Leads
- Marketing Skills, Target Potential Customers
- Solid Management & Leadership Abilities
- ERP Design and Oracle Data Bases CRM

### Career Snapshot ■■

1-Sales Executive, Electric World Co. Saudi Arabia	May 2012-Nov 2018
2-Computer Programmer, Electric World Co. Saudi Arabia	Jan 2009-June 2018
3- Sales Marketing Manager, HIGH RATED TECHNOLOGY, DUBAI	May 2019 - Jun 2019
4 -Business Development Executive , UNILUX TRADING LLC , DUBAI	JUN 2019 - Jun 2024
5 - Project Sales Engineer , Glow Light Lighting LLC , Qatar	April 2024 - Aug2024
6 - Purchase Specialist , Marina Wajid Contracting , Qatar	Aug2024 - Present

### Proven Job Role ■■

#### Business Development Executive (UNILUX TRADING LLC )

- ✓ Attracting new clients by innovating and overseeing the sales process for the business
- ✓ Working with senior team members to identify and manage company risks that might prevent growth
- ✓ Identifying and researching opportunities that come up in new and existing markets
- ✓ Preparing and delivering pitches and presentations to potential new clients
- ✓ Combining efforts and fostering a collaborative environment within the business as a whole
- ✓ Communicating with clients to understand their needs and offer solutions to their problems
- ✓ Running outbound campaigns (phone calls, emails, etc.) to create sales opportunities
- ✓ Maintaining client activities in CRM

#### Senior Sales Executive , ( Electric World Co. )

- ✓ Promote and sell lighting products to clients.
- ✓ Understand client needs and provide technical expertise to recommend appropriate lighting solutions.
- ✓ Conduct product demonstrations and presentations to prospective clients.
- ✓ Collaborate with the sales team to develop and implement sales strategies and targets.
- ✓ Prepare and deliver sales proposals and quotes to clients.
- ✓ Negotiate contracts and pricing with clients.
- ✓ Coordinate with internal teams to ensure timely delivery and installation of lighting products.
- ✓ Stay updated on lighting industry trends, product developments, and competitor activities.

### Computer Programmer Web / Network Administrator (Electric World Co. )

- ✓ Identifying and correcting file and system errors
- ✓ Performing data processing operations according to a business production schedule
- ✓ Maintaining computer equipment and inventory and organizing repairs as needed
- ✓ Maintaining and managing processing logs and run procedures manuals
- ✓ Answering questions and troubleshooting problems for users
- ✓ Notifying maintenance personnel of system malfunctions.

### Project Sales Engineer VMAX (Glow Light Lighting W.L.L )

- ✓ Establish relationships with potential customers and get enquirers for assigned products.
- ✓ Maintain and develop strong relationships with assigned existing customers.
- ✓ Check bidding documents (RFQ, ITB) and coordinate with sales support team, other teams to prepare and review technical & commercial parts of bid proposal & quotation.
- ✓ Negotiate tender and contract terms and conditions to meet all partitive's needs.
- ✓ Timely report to Line Manager, in line with company reporting requirement, and attend regular meetings when required.
- ✓ Prepare and deliver sales proposals and quotes to clients.

### Purchase Specialist (Marina Wajid Contracting )

Communication , Project Management , Negotiation ,Problem solving

## Educational Qualification ■■

**Bachelor of Commerce(IT)**, Sir Syed University Karachi ,Pakistan  
Certified MCSE, CCNA ,CCNE

2007  
2009

## I.T. Skills ■■

Well versed in customized accounting packages:

MS Dynamics Ax, Creative Certification Exam (Google Digital Academy )

Oracle Base ERP, Search Ads 360 Certification Exam (Google Digital Academy )

Hardware Networking –Cloud Hosting –Maintain Backup Recovery Plan

Proficient in MS Office (Word, Excel, Microsoft outlook), E-mail & Internet applications.

## Personal Details ■■

Nationality	: Pakistani
Driving License	: United Arab Emirates VALID 2027 Saudi Arabia 2009-2020 QATAR - 2024-2029
Visa Status	: QID WITH NOC - OR TRANSFERABLE
Languages	: English , Arabic , Urdu , Punjabi , Hindi .

## References ■■

Furnished Upon Request