

Mohammad Tarek Al-Masri

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Career objective

Sales Manager with Nine years of experience, Expert in exceed sales targets, Provide leadership to the sales team. Motivates and encourages the sales team to ensure quotas are met, using data to forecast sales, and identify potential new markets. Also managing and utilizing financial systems, strategies, processes and controls. Expert in performing accounting functions, systems and best practices; cost reduction, records-maintaining; and lasting business relationships to ensure goal-surpassing fiscal performance.

Professional Experience:

Sales Manager (2022 until now)

Alghanim International -Qatar W.L.L

- ✓ Create and execute a strategic sales plan that expands customer base and extends global reach
- ✓ Meet with potential clients and grow long-lasting relationships by understanding their needs
- ✓ Meeting the sales targets of the organization through effective planning and budgeting
- ✓ Managing recruiting, objectives setting, coaching and performance monitoring of sales representatives
- ✓ Map potential customers and generate leads for the organization. He should look forward to generating new opportunities for the organization.

Sales Manager (2017 TO 2022)

Bin Omran Trading Company

- ✓ Managing recruiting, objectives setting, coaching and performance monitoring of sales representatives
- ✓ Create and execute a strategic sales plan that expands customer base and extends global reach
- ✓ Meet with potential clients and grow long-lasting relationships by understanding their needs
- ✓ Track, analyze, and communicate key quantitative metrics and business trends as they relate to partner relationships
- ✓ Meeting the sales targets of the organization through effective planning and budgeting.
- ✓ Recruit salespeople, set objectives, train and coach, and monitor performance ensuring assigned tasks and responsibilities are fulfilled.
- ✓ Oversee the sales team to ensure company quotas and standards are met by holding daily check-ins with team to set objectives for the day and monitor progress regularly.
- ✓ Manage month-end and year-end close processes
- ✓ Map potential customers and generate leads for the organization. He should look forward to generating new opportunities for the organization.

Sales Officer (2014 to 2017)

Hajar Project Services

- ✓ Oversee the activities and performance of the sales team.
- ✓ Co-ordinate sales action and plan for individual salespeople.
- ✓ Ensure the sales team has the necessary resources to perform properly.
- ✓ Liaise with other company functions to ensure achievement of sales objectives.
- ✓ Evaluate performance of sales staff.
- ✓ Follow-up on the construction sites.
- ✓ Follow-up with customers.

Accountant (2012 to 2014)

Saad Buzwair Automotive (Audi), Doha, Qatar

- ✓ Perform accounts payable functions for car fleet expenses for different hotels.
- ✓ Perform task coordination and manage the payroll
- ✓ Generate the capital budget and budget variance report.
- ✓ Prepare daily/weekly reports, and petty cash reports.
- ✓ Present financial updates to the hotel management.
- ✓ Coordinate with the maintenance department for maintenance expenses.
- ✓ Utilize the fleet management system and accounting software.
- ✓ Supervise the fleet cars and liaise with hotel guests.
- ✓ Monitor fleet drivers' qualifications and conduct training for improving customers' satisfaction.

Branch Supervisor (2006 - 2011)

Al-Mazhar Company for Garment Trade, Homs, Syria

- ✓ Manage full branch sales and funds.
- ✓ Control expenditures and account receivables.
- ✓ Prepare inventory and supervise the process of purchase orders
- ✓ Handle customer inquiries, research problems and develop solutions.

Education

- ✓ Bachelor of Science in Business Administration (2008-2012), University of Tishreen, Latakia, Syria
- ✓ Associate degree in Economy, specializing in commercial banking (2010), Technical Institute of Commerce and Economy, Ministry of Education, Syria

❖ Training Courses

- ✓ ICDL certificate (Windows – Office – Internet), The Syrian Scientific Society, Homs, Syria.
- ✓ Edarisoft for accounting and warehouse administration.
- ✓ Al Ameen Accounting System, Aafaq Institute of Science and Technology, Homs, Syria.

❖ IT Skills

- ✓ Fleet Management System software.
- ✓ Al-Bayan Accounting System.
- ✓ Al-Ameen Accounting System.
- ✓ Edarisoft Accounting System.
- ✓ BazarSoft Computer Aided Accounting System.
- ✓ Microsoft Office.

❖ Personal Skills:

- ✓ Excellent communication skills.
- ✓ Team player, able to work as part of a team or independently.
- ✓ Adaptive to new systems, procedures and environments.
- ✓ Effective leadership qualities with the ability to take along a team
- ✓ Ability to work within deadlines and to continually re-prioritize to-do list
- ✓ Ability to read, compare, analyze and interpret figures and data.

❖ Personal Information

- ✓ Date of Birth: 1/1/1986
- ✓ Nationality: Syrian
- ✓ Marital Status: Married.
- ✓ Driver License: Valid Qatari driving license.

References are available upon request.