



**MUHAMMED RIYAS M A**  
**SALES EXECUTIVE**

**CAREER SUMMARY**

Highly organized and dedicated professional with over 3 years of experience in Sales, purchasing & marketing fields with effective sales strategies and exceptional presentation skills. Have a proven track record in generating leads, providing customer service and understanding customer needs. Highly skilled at creating new relationships and maintaining strong customer relations to generate repeat business. Strong leadership skill with ability to work well with diverse groups of people in a team atmosphere. Presently seeking to work with a reputed organization that allows me utilize my skills and knowledge to the maximum and to contribute to the growth of organization and grow with it.

**PERSONAL DETAILS**

Mobile No : **+97471569737**  
Email ID : [riyasmuhammedrm.615@gmail.com](mailto:riyasmuhammedrm.615@gmail.com)  
Address : Al Majmah Zone 45 Street 712, Qatar  
Nationality : Indian  
D.O.B : 15.07.1996  
Marital Status : Married  
Passport No. : S5022121  
Date of Expiry : 18.07.2028

**LANGUAGES KNOWN**

- English
- Tamil
- Hindi
- Malayalam

**DRIVING LICENSE DETAILS**

Holding valid UAE Driving License

- License Number : 2978121
- Date of Expiry : 26.12.2025

**KEY SKILLS**

- Sales Strategies
- Purchasing
- Negotiation Skills
- Strategic Planning
- Marketing
- Materials Sourcing
- Merchandising
- Supplier Management
- Cost Reduction
- Client Management
- Time Management
- Inventory Management
- Customer Service
- Presentation Skills
- Store Operations
- Communication Skills

**EXPERIENCE**

**SALES EXECUTIVE**

22 Jan 2022- 31 Mar 2025  
**Hydro Sanitary Ware Trading LLC**

- Purchasing MEP materials for stock and sales from various suppliers.
- Controlling the purchase and supply of all procured items and services.
- Develop and execute the procurement strategy.
- Handle issues related to vendor service, such as poor product quality or delivery delays.
- Connect with store for procuring goods and services, negotiating pricing, conducting market research,
- Price comparison. Summarizing the bids, issuing the purchase orders.
- Find suppliers and negotiate contracts and best prices on quality equipment, materials and other essential items may need; ensure Compliance with the terms and conditions.
- In case of any non -conformity found in the delivery of raw materials against the approved product, will notify the compliance team and thereafter will raise a complaint with the supplier according

**ACADEMIC CREDENTIALS**

- 2018 MBA LOGISTICS & HR**  
Nehru College of Management, Coimbatore
- 2015 B.COM WITH COMPUTER APPLICATION**  
Sree Narayana Guru College, Coimbatore

**SOFTWARE PROFICIENCY**

- MS Excel
- MS Word
- SAP Online Portal Service
- Basic Online Activities
- Focus
- Qubix

**DECLARATION**

I hereby declare that the above particulars of facts and information stated are true, correct and complete to the best of my belief and knowledge.

**MUHAMMED RIYAS M A**