

MOIZ KHAN

SALES & OPERATIONS



CONTACT INFO

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📍 Doha- State of Qatar

SKILLS

Sales & Business Development | Client Relationship Management | Retail Operations | Vendor Coordination | Communication Skills | Team Leadership | Time Management | Problem Solving | Target Oriented | Inventory Control

EDUCATION

Bachelor of Commerce

Osmania University

Class of 1997 - 2000

MS Word, Excel & PowerPoint

Diploma in Fire & Safety

LANGUAGES

English



Hindi



Urdu



Arabic



PERSONAL DETAILS

Passport # WO174256
Date Of Birth 23/04/1979
Marital Status Married
Nationality INDIA
License QAR Light Vehicle ,validity 2030
QID Transferable With NOC

PROFILE

Sales and operations professional with over 18 years of diverse experience across the Middle East and Canada, including key roles in sales supervision, retail management, and fleet operations. A results-driven leader with a proven track record in driving efficiency, managing teams, and delivering customer- focused solutions. As a Permanent Resident of Canada, I bring a global perspective and a strong commitment to excellence. Now seeking a challenging opportunity in Qatar to contribute my expertise and leadership to a dynamic, growth-oriented organization.

WORK EXPERIENCE

• Area Retail Manager

SEP-2013/DEC-2022

- Circle K - Ontario, Canada
- Chain Of Convenience Store
- Foods & Beverages & Fmcg

• STAFF MANAGEMENT

• Recruit, train, and supervise staff

- To ensure they meet sales goals and provide excellent customer service.
- Motivate and develop employees.
- Through coaching, mentorship, and performance evaluations.

• Sales & Marketing

- Implementing sales strategies and promotional activities.
- Analyze sales figures and customer trends
- Develop and execute marketing and merchandising strategies to increase visibility and appeal.

• Inventory & Operations

- Manage inventory levels, including ordering, receiving, and monitoring stock.
- Ensure the store is well-stocked and organized for an efficient shopping experience.
- Oversee the day-to-day operations: to ensure a smooth workflow.

• Customer Service

- Ensure a positive and satisfying customer experience for all shoppers.
- Address customer complaints and feedback professionally and efficiently.

• Senior Sales Executive B2B & B2C

APR-2006/MAY-2011

- Pan Gulf Power Tools Machinery Dammam, Saudi Arabia
- Supervised Sales Operations.
- Guided team performance
- Developed client relationships to drive revenue growth in the tools and equipment sector.

• Fleet Sales Executive B2C

FEB-2002/MAR-2006

- Al Wafa International Automotive Dealers - Dammam, Saudi Arabia
- Dealers Of various Automotive brands & Long term Lease B2B

- Lead Generation ,Identify and reach out to new business prospects through networking, cold calling
- Sales Presentation and demonstrate company products or services to potential customers.
- Sales Reporting Track sales activities, maintain accurate records, and generate reports on sales performance.
- Negotiation and Closing Negotiate contracts, pricing, and other terms to successfully close deals.