

# SAJAN AMANULLA

Email: snfkdoha@gmail.com

Mobile : +97450583361

<u>Searching position in Indoor sales, Procurement, Back Office Support, Showroom and Store formalities with growth oriented organization in the MEP industry.</u>

## **EDUCATIONAL QUALIFICATIONS**

Bachelor of Arts (BA) COMPLETED FROM UNIVERSITY OF KERALA

## **WORK EXPERIENCE**

## 1) M/S FAQIHI ENTERPRISES L.L.C DUBAI-UAE

A leading hand and power tools trading company in the Middle East. Force brand professional tools sole agent in the Middle East

**DESIGNATION:** SENIOR SHOWROOM SALES COORDINATOR AND SUPERVISOR (1998-2012)

#### **KEY JOB FUNCTIONS:**

- Take care of all customer care, showroom and warehouse formalities
- Preparing Invoices and Quotations
- Handling all inventory formalities
- Handling overseas dispatch and local delivery

## 2) M/S FAKHRUDDIN KADERBHAI TRADING CO (FK TOOLS ) DOHA –QATAR

A leading supplier of hand and power tools and building materials in UAE AND QATAR

**DESIGNATION:** BACK OFFICE SALES SUPPORT (2017-2019)

#### **KEY JOB FUNCTIONS:**

- · Project supply back office sales support
- Preparing Invoices and Quotations
- Outsourcing materials from different suppliers
- · Follow up with customer Inquiries and delivery



# 3) M/S KASIMY TRADING AND CONTRACTING DOHA - QATAR

Leading Building materials Supply Company in Qatar

**DESIGNATION:** Showroom and Warehouse Supervisor (2019-TILL DATE)

#### **KEY JOB FUNCTIONS:**

- · Supervision of all showroom and warehouse functions
- · Handling all inventory and barcoding
- Sales knowledge of all House Hold Item to Arabic customers
- · Preparing Invoices and Quotations
- Customer Support to Arabic People
- · Outsourcing materials from different suppliers
- · Valuable feedback with a customer inquiry

## PERSONAL DETAILS

PASSPORT NUMBER : X7115602

Nationality : Indian

PASSPORT EXPIRY DATE: 27-03-2033

DATE OF BIRTH : 20-05-1975

RELIGION : MUSLIM

MARITAL STATUS : MARRIED

LANGUAGE KNOWN : ENGLISH, HINDI, ARABIC

VISA STATUS : EMPLOYMENT

VISA EXPIRY DATE : 15-01-2026

## **DECLARATION**

I hereby declare that the above details are true and faithful

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