



M.I. ABDUL BASITH

SALES EXECUTIVE

(10 Years' experience in Qatar)

Qatar driving License Available

PERSONAL INFO

Full name - Mohammed
Ismail Abdul Basith

Date of birth - 12-Dec-1992

Nationality - Sri Lankan

Gender - Male

Marital Status - Married

LANGUAGE

- ❖ English - Excellent
- ❖ Tamil - Native
- ❖ Hindi - Excellent
- ❖ Malayalam - Excellent
- ❖ Arabic - Good

COMPUTER SKILLS

- ❖ Micro soft Office
- ❖ Account Management
- ❖ Micro soft Excel
- ❖ Auto Cad
- ❖ Email

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+974 30977827

EMAIL
abdulbasith9212@gmail.com

ADDRESS
Doha, Qatar

PROFILE

Sales professional with 10 years of experience. Demonstrated ability to drive revenue growth through strategic client engagement and relationship building. Proven expertise in identifying customer needs and delivering tailored solutions. Adept at navigating competitive markets and utilizing strong communication and negotiation skills to exceed sales targets. Committed to enhancing customer satisfaction and fostering long-term partnerships.

WORK EXPERIENCE

Company : QATAR BATTERY FACTORY
Period : July- 2023 - Present
Position Held : Salas Executive



Company : HOLOTEQ QATAR
Period : October- 2016 - July 2023
(7 Years)

Position Held : Sales and Customer
Service Represent.

HOLOTEQ
GROUP

DUTIES & RESPONSIBILITIES

Outdoor Sales Responsibilities:

- Improved customer retention through excellent after-sales support and relationship management.
- Handled customer complaints and warranty claims professionally to ensure customer satisfaction.
- Expanded dealer network and increased territory sales volume.
- Achieved consistently over 100% of monthly sales targets.
- Conducted regular outdoor visits to existing and potential customers to generate new business opportunities.
- Developed and maintained strong relationships with retail dealers, distributors, garages, and fleet customers.
- Prepared quotations, negotiated prices, and finalized sales agreements.
- Monitored market trends, competitor activities, and customer feedback to support sales strategies.
- Coordinated with the warehouse and logistics teams to ensure prompt product delivery.

Indoor Sales Responsibilities:

- **Customer Service:** Respond to inquiries via phone, email, and in-person, providing information about driving courses, schedules, and pricing.
- **Sales Presentations:** Conduct informative presentations to potential students and their parents about the benefits of the academy's programs.
- **Promotion Coordination:** Collaborate with the marketing team to promote upcoming classes and special offers.
- **Follow-Up:** Conduct follow-up calls and emails to nurture leads and encourage enrollment.
- **Reporting:** Track sales metrics and prepare regular reports on enrollment figures and conversion rates.

EDUCATION

- Diploma in Microsoft Office – Pack Lanka.
- Diploma in AutoCAD – British Informatics Computer Technology.

SKILLS

- Account Management
- Payment Collection
- Product Knowledge (Automotive & Industrial Batteries)
- Expert knowledge of the selling process and effective sales techniques.
- Excellent communicator and Relationship building skills.
- Dealer & Distributor Management.
- Pro-active, organized and excellent team Player. Motivated in target-driven environment.
- Optimistic and a positive can-do attitude. Visual merchandising.
- MS Office & Sales Reporting.
- Social Media (Facebook, Instagram, TikTok & etc.)

I hereby declare that the above information is correct and complete to the best of my knowledge and nothing has been concealed or distorted.

Yours faithfully,
Abdul Basith