

CURRICULUM VITAE



ABDUL LATHEEF P.A

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📍 Abu Dhabi, UAE

PASSPORT DETAILS:

Passport No. : W0407251
Issue Date : 26/05/2022
Expiry Date : 25/05/2032
Issue place : KOZHIKODE
Visa Status : Visit Visa
Visit Visa Validity : 3 Months

PERSONAL DETAILS:

Nationality : Indian
Date of Birth : 03/04/1993
Gender : Male
Marital Status : Single
Driving License : Indian

PROFILE

A highly efficient, hardworking and talented as Salesman with 4+ year experience in UAE. Looking to obtain a position within the company excellence in sales and customer service. Utilizing my previous skill to learn and grow with the company towards a tenured future.

WORK EXPERIENCE

1. Dragon mart Dubai July 2020 to July 2022 (2 years)

Responsibilities:

- Serves customers by selling products and meeting customer needs.
- Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors.
- Submits orders by referring to price lists and product literature.
- Keeps management informed by submitting activity and results reports, such as daily call reports, weekly work plans, and monthly and annual territory analyses.
- Provides historical records by maintaining records on area and customer sales.

2. Esther Electronics Dubai February 2018 to April 2020 (2+ years)

Responsibilities:

- Greeting customers, responding to questions, improving engagement with merchandise and providing outstanding customer service.
- Maintaining an orderly appearance throughout the sales floor.
- Introducing promotions and opportunities to customers.
- Keeping track of material consumption.
- Distribute/deliver mails, correspondences, documents.

EDUCATION

SSLC	-	2009
Higher secondary	-	2011

LANGUAGES

- English
- Hindi
- Arabic
- Malayalam

COMPETENCIES

- Able to communication with people on all levels.
- Strong understanding in the fundamental concepts.
- Good team work.
- Organized and well-structured at work.
- Independent and self-motivated.
- Honest, Sincere and a Hard Worker with a high level of Integrity.

DECLARATION

I hereby declare that the above information is totally authentic and true to the best of my knowledge and belief.

Abdul Latheef. P.A