



SAJIL M P

SAJILDXB1@GMAIL.COM

CONTACT

0569878352

SHARJAH

SKILLS

- MS OFFICE
- TALLY ERP 9
- FOCUS 9

LANGUAGES

ENGLISH

HINDI

MALAYALAM

ARABIC

TAMIL

EDUCATION

BACHELOR OF COMMERCE

Apr 2013

CALICUT UNIVERSITY

PERSONAL DETAILS

- Date Of Birth: 20-02-1990
- Martial Status: Married
- Nationality: Indian
- Passport no: S9718673
- Visa Status: Residence visa
- Driving License: Manual UAE & INDIA

SUMMARY

Sales and Customer Service professional with over 7 years of experience in Business Development, Account Management, Goal Attainment, and Data Entry. Highly proficient in Sales Closing, Problem Resolution, and Customer Retention. Seeking Mid/senior level assignments in Sales & Marketing in a growth oriented organization.

EXPERIENCE

STORE MANAGER

Mar 2018 - Present

LAND AND SEA TRADING L.L.C

- Maintaining inventories.
- Manage stock levels and make key decisions about stock control
- Complete store operational requirements by scheduling and assigning employees following up on work results
- Managing store staff by orienting and training employees.
- Ensure availability of merchandise and services by approving contracts;
- Manage all controllable costs to keep operations profitable.
- Track and implement financial activities for the store and staff based on the stated financial goals of the business.
- Evaluating staff performance activities and providing training for store staff.
- Reporting to higher officials and maintaining financial statistical records.
- Respond to customer complaints and comments
- Ensuring that the employees are following the rules and policies.

CASHIER

Dec 2016 - Feb 2018

BAIT AL BAHAR GENERAL TRADING L.L.C

- Registers sales on a cash register by scanning items, itemizing and totaling customer's purchases.
- Collect payments whether in cash or credit.
- Issue receipts, refunds, change or tickets.
- Cross-sell products and introduce new ones.
- Resolve customer complaints, guide them and provide relevant information.
- Greet customers when entering or leaving the store.
- Maintain clean and tidy checkout areas.
- Track transactions on balance sheets and report any discrepancies.
- Handle merchandise returns and exchanges.

SALES EXECUTIVE

Aug 2014 - Sep 2016

INDUS MOTORS CO. (P) LTD , INDIA

- Ability to build strong relations with customers and qualify their requirements.
- Commitment to hitting targets.
- Team player.
- Strong negotiation skills.
- Ability to consolidate the sale and walk the customer through every stage of the deal.
- Effective time management.
- Ability to plan and organize your own daily selling activity.
- A good head for figures and understanding of personal finance issues.
- Strong customer service skills.
- A confident individual who is comfortable communicating to a diverse customer base.