



ISMAIL S HUSEN

Sales & Supervisor In Charge

CONTACT

00971558570312

ismailnwz@gmail.com

Passport No. : M0711689

Valid up to 27/09/2024

Driving License :

Dubai and India with Validity

Languages:

English, Arabic, Hindi,
Tamil, Kannada, Malayalam.

DECLARATION

I hereby declare that the above written particulars are true to the best of my knowledge & belief.

OBJECTIVE

To secure a challenging position in Sales and Supervising in a high-level professional environment to expand learning, knowledge, and skills

EDUCATION

PLUS 2: Karnataka state commerce – 2003

SSLC: Karnataka secondary board of examination -2001

EXPERIENCE

ABU DHABI NATIONAL OIL COMPANY (ADNOC)

SUPERVISOR IN CHARGE AND SALES ATTENDANT – 2010 TO 2022

RESPONSIBILITIES

- Experience in order & processing invoices in oracle.
- Stock items maintain LIFO and FIFO order and checking the expiry of the products, Verifying Stock, Making GRN, and Making Sales Report.
- Excellent Client management skills innate ability to build strong, lasting and mutually beneficial relationships.
- Analytical thinker, consistently resolving ongoing issues, often called upon to consult on problems that have eluded resolution by others.
- Handling the shift with cash sales and making BDS – bank deposit slip in the SRVA and SCDM trans-guard machine.
- Prepare daily sales report and daily sales summary and update the same to the manager.
- Responsible for resolving customer queries sent via Mail/forms filled online and forward them to the respective department.
- Demonstrated problem analysis/resolution skills, and ability to troubleshoot, and solve problems quickly and completely.

SAFE EXPRESS LOGISTICS

OPERATION IN CHARGE – 2003 TO 2010

RESPONSIBILITIES

- Storage, Warehousing, and Materials handling.
- Packaging and unitization
- Inventory
- Transport
- Information in control

TECHNICAL SKILLS

MS Office – Word, Excel.

SAP (Material Management)

Place: Dubai

Date:

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