



Shafad Sayeed

*Business Development
Executive* (marketing specialist)

Nationality: Indian

Date of Birth: 22/02/1988

Current Location: Dubai

Visa Statues: Employee Visa
(Marketing Specialist)

Validity: 22/05/2024

Education Qualification: Post
Graduate from University of
Bedfordshire, UK.

Languages: English, Hindi,
Malayalam, Tamil.

CONTACT

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PERSONAL PROFILE

Experienced marketing specialist currently working as a Business Development Executive for a start-up service consultancy in Dubai. I describe myself as a conscientious and professional customer service assistant with experience in sales and merchandising. A highly organized and efficient individual with proven experience in direct Selling, Marketing, team Management, Supervision, Consulting, and administrative works.

Education Qualification

- **MSc. Logistics and Supply Chain Management – University of Bedfordshire, United Kingdom** (2011).
- **Bachelor of Business Management (HR & Marketing) – Bangalore University, India** (2010).

PROFESSIONAL SUMMARY

Fidato Management Consultancy-(From April-2022)

Currently working as a **Business Development Executive** (marketing specialist) at Fidatoco.com at Dubai, UAE.

Job Description

- Setting goals and developing plans for business and revenue growth.
- Researching, planning, and implementing new target market initiatives.
- Researching prospective accounts in target markets.
- Pursuing leads and moving them through the sales cycle.

NISDON INFOWAY – (March, 2016- Feb, 2022) - 6 Years' Experience

Designated as **Sales Manager, Branch in Charge, Online sales coordinator, Team Leader** at NISDON INFOWAY Perinthalmanna, Kerala, India. A well-established dealer of all IT Products and Services since 2003 in Malappuram District and Cochin.

Job Description

- Coordinating sales and attaining monthly sales target.
- Handling customer complaints.
- Developing sales strategies to gain organizational growth.
- Responsible for Corporate Sales and meeting Government orders via contracts.
- Implemented brand promotions in a very impressive way.

Achievements:

- Best Regional Performer Award from Acer India (2017).
- Best Marketing Strategy award for printer sales in Onam Season from Cannon, HP, Epson (2017, 2018 and 2021).
- Awarded with best employer token of appreciation.

Computer Skills –User Experience

- **MS Office** (Word, Excel, Outlook, PowerPoint, OneNote, Access).
- **Google Drive** (Docs, Sheets, Slides, Forms).
- **Spreadsheets** (Excel, Google Sheets, Open Office Calc).
- **Presentations/Slideshows** (Power point, google slides, Open office Impress, Tableau).
- **Social Media** (Facebook, Twitter, Instagram, Tiktok).

Personal Skills

- Experienced in People Management.
- Good Team Leadership Skills.
- Decision making skills.
- Expert Problem Solver.
- Time Management.
- Good in Supervision.
- Excellent in Budgeting & Forecasting.
- Persuasion.
- Optimistic.
- Much Adaptive.
- Mental Flexibility.
- Self-Motivated.
- Effective Communicator.
- Good in Analytical Skills.
- Highly Tolerant.
- Quick and good Learner.
- Active Listener.
- Public Speaking skill.
- Supportive.

Available for immediate joining anywhere in UAE.

ALNIVAJ BUILDERS AND DEVELOPERS (Jan, 2014-Feb, 2016) - 2 Years of experience.

Office Administrator, Project manager at a prominent real estate company mainly based in construction of villas in Ooty, Tamil Nadu and Kerala, Perinthalmanna.

Job Description

- Documentation related to the concern project.
- Material Purchasing, arranging Men and machinery.
- Assisting Sales team in coordinating Client visits at sites and communicating and demonstrating the project details.
- Assisting the management in New Land Acquisitions and Contract makings for upcoming projects.

Achievements:

- Awarded for the implementation of Just in Time strategy throughout the project.
- Received appreciation for Best Sales Coordinator.
- Successfully demonstrated skills in procurement and hiring within the budget allocated.

AMAZON.UK (Dec, 2012- Nov, 2013) – 1 Year Experience

Worked at amazon.uk Milton Keynes Warehouse as a **Warehouse Staff** on a 1 year Job contract.

Job Description

- Receiving and processing inbound stock and materials.
- Picking and filling orders from stock.
- Packing and shipping orders.
- Directed for a Quality check on every dispatch.

diyaonline.com (Dec, 2010- Nov, 2012) - 2 Year Experience both full time and par time employee.

Started my career in field of study as a **Warehouse Assistant and Team Leader** at Luton warehouse, England.

Job Description

- Processing online orders, Billing and dispatching orders including International Shipping's.
- Managing inbound and outbound logistics.
- Assisting managers in warehouse planning and restructuring storage.
- Associated in many Special task in busy hours and season sales.