

LARSON D MARIANA

Sales & Marketing Professional

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Contact : +971 544516735, +971559577428

DRIVING LICENCE : 78241



PROFESSIONAL OBJECTIVE

Sales Coordinator with over 5+ years of comprehensive experience including quotation, sales order making and attending the customer enquiries., Seeking Mid-level assignment in the domain of Sales and Marketing with a growth oriented organization of high repute in Sales Process and also the Market orientation.

PROFESSIONAL PROFILE

Working as Sales Coordinator in Arabian Extrusions Factory (AREXCO) Umm al Quwain, UAE from January 2016 to Present

- Interacting with Customers and Vendors in a regular basis
- Attend Customer calls and make quotations as per the requirements.
- Sales Acceptance of Order making and reporting to the sales manager
- Doing all the Documentation Work related to the Sales Department
- Coordinating the sales team by managing schedules, filing important documents and communicating relevant information
- Responding to complaints from customers and give after-sales support when requested

EDUCATION

MASTER OF BUSINESS ADMINISTRATION (MBA)
Specialization – Marketing **2020 from DD&CE MS University**
Tirunelveli, India

B.Sc (Physics) 2014 from St.Jude's College Thoothoor.
affiliated to MS University, Tirunelveli, India

AREAS OF EXPERTISE

Customer Focus

Link between Companies
to Company

Sales Coordination

PERSONAL DETAILS

DATE OF BIRTH:
27/05/1992

Special Challenged

LANGUAGES:

English, Hindi
Malayalam, & Tamil

MARITAL STATUS:
Married

NATIONALITY: Indian

PASSPORT: N3226036

VISASTATUS:
Resident Expiry
Date: 10/07/2022

DRIVING LICENCE:
78241

OTHER QUALIFICATIONS

Holding a Certificate on **Fundamentals of Digital Marketing** from Google Digital Garage

INTERPERSONAL SKILLS

- Having good leadership skill
- Ability to work under tight schedules
- Quick learner
- Strong networking & relationship building skills
- Easily adapts to challenging environment and with emerging trends
- Good team worker
- Being receptive and open to new ideas

COMPUTER SKILLS

- Microsoft Office (2007/2010/2013/2016)
- BEAMS ERP SOFTWARE
- Operating Systems XP/W7/W10

HOBBIES/INTEREST

- Travelling
- Hearing music
- Playing Football

DECLARATION

I, Larson D Mariana, hereby declare that the above-furnished details are true and correct to the best of my knowledge and belief.

PERMANENT ADDRESS

St.Thomas Nagar

Thoothoor

Kanyakumari District.

Pin : 629 176