



Masood T P

procurement and Marketing

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PLACE: Ras Al Khaimah , UAE

A professional and enthusiastic individual who has a genuine interest and has excellent client service skills. Well- qualified and results-oriented Professional with over 5 years of successful experience in positions, understanding the importance of work ethics and behavior and in creating a positive impression in any given role. Top-Performer with track record of consistently meeting the goals and client expectations.

Skills

Steady energy, positive team player with excellent work ethic and dependable.
Building relationships and good network.
Passion for working with people, proven commitment to providing superior service.
Ability to remain calm when dealing with difficult or distressed clients.
Well presented, polite, tactful and friendly.
A fast learner and very hard working.
Ability to build rapport effectively and identify solutions to client needs.
Able to handle aggressive behavior and take control of difficult situations.

Work History

July 2019– June 2022

Assistant Procurement officer

REDAMS TRADING LLP (Kerala , India)

- Negotiate with external vendors to secure advantageous terms
- Approve the ordering of necessary goods and services
- Finalize purchase details of orders and deliveries
- Examine and test existing contracts
- Track and report key functional metrics to reduce expenses and
- Collaborate with key persons to ensure clarity of the specifications and expectations

June 2017-May 2019

Marketing Executive

REDAMS TRADING LLP (Kerala , India)

- Travel to service areas represent the company and achieve the assigned goal
- Make outbound calls to sell company products
- Identify opportunities to improve sales performance
- Build strong and successful relationships with clients
- Deal with various technology and equipment to fulfill the job
- Monitor market conditions in relation to competitors

Achievements & Education

- ❖ BACHELOR OF BUSINESS ADMINISTRATION (Bharathiar University, Kochi,2017 India.)
- ❖ Pursuing MASTER OF BUSINESS ADMINISTRATION in marketing (Mizoram central university , Aizawl , India)
- ❖ Training and competency :- hardware and networking
- ❖ Training and competency :- CCTV and surveillance security system