

FARIZ NOORDEEN



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Resume

Passionate candidate, having diversified work experience in Sales, Marketing, Admin and Client Coordination, currently is in search of an opportunity to gain more refined knowledge and experience in a well-respected and credible organization and also to grow professionally as an individual.

CAREER OBJECTIVE

With over 9 years of experience as Senior Relationship Manager including sales in India and over 2 years in Dubai, I am seeking to secure a suitable position where my qualities of a fast learner and the ability to take on new challenges may be utilized towards contributing positively towards the organizational objectives & adding value to the organization.

CAREER PROGRESSIONS

July 2019 – Present

Team Leader

INCHEON MOTORS PVT LTD (KIA)

- Ensured policies and procedures are being applied to meet the company's goals and objectives.
- Communicate clear instructions to team members & allocate to their respective areas.
- Reporting to the vehicle Sales Manager on activities, reviews and analyses.
- Attending meeting with customers alongside Sales Consultants.

Mar 2018 – June 2019

Senior Relationship Manager

POPULAR VEHICLES & SERVICES LTD(NEXA)

- Develop a strategy the team will use to reach its goal.
- Provide any training that team members need.
- Listen to team members' feedback.
- Support the team members to negotiate with customers to close on deals and increase sales; interest rates, leases, and calculate financial requirements prior to obtaining approval from dealership manager.

Dec 2016 – Feb 2018

Business Development Coordinator
AL AFYA Medical Centre – Sharjah(UAE)

- Handling both Insurance claims and Marketing Department of the organization.
- Providing help and assist the customers regarding the organization's products & services.
- Utilize online social media platforms to engage with customers and provide quick assistance and resolution of client problems.
- Several Corporate and Family Health Awareness campaigns were organized under my supervision, to increase customer base and generate returns.
- Communicating, maintaining and developing client relationships
- Managing operational and administrative functions of the Medical centre.
- Contact clients via calls, emails, or meetings to ensure they are satisfied with our services.
- Ensuring excellent customer service and quality service delivery.

March 2015 - Nov 2016:

Relationship Manager
B R D - NEXA
(Premium Car Dealers of Maruti India)

- Demonstrates automobiles by explaining characteristics, capabilities, and features; taking drives; explaining warranties and services.
- Develops buyers by maintaining rapport with previous customers; suggesting trade-ins; meeting prospects at community activities; greeting drop-ins; responding to inquiries; recommending sales campaigns and promotions.
- Strategically negotiate with customers to close on deals and increase sales; interest rates, leases, and calculate financial requirements prior to obtaining approval from dealership manager and F&I manager.

Company Training : Product & Relationship Managers Training held in Delhi, India
: QUALIFIED AS CERTIFIED RELATIONSHIP MANGER
CONDUCTED BY NEXA IN ALL INDIA BASIS

Jul 2012 - Jan 2015

Team Manager
MCP HYUNDAI, Kerala - India
(Dealers of Hyundai Motors)

- Joined as sales Consultant and promoted as Team Leader after 1 year.
- Provide any training that team members need
- Monitor team members' participation to ensure the training they providing is being put into use, and also to see if any additional training is needed
- Create monthly reports for monthly review, also to submit to manager.
- Reporting to the vehicle Sales Manager on activities, reviews and analyses.

Company Training : Level 1 & Level 2 (sales process training)
: Premium Car Sales Training

EDUCATIONAL QUALIFICATIONS

- GRADUATION
BBA (2012)
CALICUT UNIVERSITY
NES College, Thrissur - Kerala
- HIGHER SECONDARY - (2008)
CBSE Syllabus
Bharath Vidhya Mandhir, Thrissur - Kerala

PROJECT ON BRAND IMAGE

- *Description: A final year project for the partial fulfillment of the BBA degree. This project consisted of BRAND IMAGE OF FOSTER FOOD LTD, VARADIUM.*

PROFESSIONAL QUALIFICATIONS

- AUTOCAD
- ADOBE PHOTOSHOP,
- ECLAIM (Insurance Submission), Medical Insurance Portals
- Microsoft Office
- Microsoft Windows and other packages

LINGUISTIC PROFICIENCY

- **English/ Hindi/ Malayalam/Tamil** : Good reading, writing and Speaking ability.

PERSONAL PROFILE

Date of Birth	: 21 February 1989
Marital Status	: Married
Intention to join	: Immediate
Passport No	: L1397189

I, hereby, declare that the above mentioned information is true and accurate to the best of my knowledge. References can be provided on request.