



SHAFEEQ MADATHIL VALAPPIL

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CAREER OBJECTIVE

To secure a challenging position in **Sales & Merchandising** in an environment that provides me with the opportunity to display my experience, knowledge and skills.

PROFESSIONAL HISTORY

1. **"Sales Executive cum In-charge"** at AL RAYYAN FURNITURE FACTORY LLC, Fujaira, UAE, mainly dealing with Interior works, door works and furniture Making and Sales (Since February 2017).

Duties and Responsibilities:

- Implement promotional and trade marketing activities and Observing market trends and developments to increase company's turnover.
- Manage and supervise the full factory output of joinery and fit-out production.
- Plan, Maintain all service and maintenance schedules for all plant & equipment and ensure all production equipment are in perfect operating condition.
- Forecast factory expenditure and assets in preparation of capital operations budgets.
- Prepares production status reports to senior management.
- Prioritize all production works and output in-line with project delivery demand schedule.
- Work with estimation department in assessing material and man-hour labor production forecasts to provide accurate manufacturing costs.
- Coordinating with Invoicing and delivery team and provide timely information to our customers regarding the status and schedule of an order.
- Having knowledge and Experience in making quotations, Invoicing, Over Time wage calculation, Collection follow-up and other accounts related works including yearly financial reports and VAT submission

2. **“Merchandiser cum salesman”** at Eckhart Gulf Pharm & Med Equip. Co, Sharjah, UAE, Dealing with the brand named “FIDELITY Diapers” and **FMCG** Products (February 2016 Till February 2017).

Duties and Responsibilities:

- Displaying items according to the customer needs and requirement.
- Major goal is checking of visibility and display of different brands displayed in the store if it is in order.
- Giving orders when stock level goes down
- Implement promotional and trade marketing activities.
- Responsible for presenting of yearly market/sales review and analyses.
- Coordinating with Invoicing and delivery team and provide timely information to our customers regarding the status of Delivery schedule.

3. **“Cashier cum salesman”** at Supplyco Supermarket, Kerala, India, mainly Dealing with **FMCG** products (February 2015 Till February 2016).

Responsibilities Include:

- Maintain more on product visibility and availability, checking of Date of Expiry, First in & First out on daily basis.
- Cash counter closing and making daily and Monthly reports

COMPUTER KNOWLEDGE:

Operating Systems : Win 98/2000/XP & Ms-Office
Accounting Packages : Tally & Manual Accounting

EDUCATIONAL QUALIFICATION

BSc Computer Science (Unsuccessfully Completed) - Calicut University, Kerala, India
Plus two in Science - Kerala State Educational Board, Kerala, 2011
Secondary School Leaving Certificate - Kerala State Educational Board, Kerala, 2009

PERSONAL DETAILS

Name : Shafeeq Madathil Valappil
Date of Birth, Age : 30-03-1994 (28 Years)
Gender, Marital Status : Male' Married
Nationality : Indian
License : Holder of Valid UAE license
Languages Spoken : English, Hindi, Malayalam,
Visa Status : Employment Visa Valid up to May 2023(Transferable)

REFERENCES

It shall be produced on request.

Place: Sharjah

Date:

(Shafeeq.MV)