



Abdul Rahman

! Sales Executive!

GCC- Driving Licence , OMAN

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Software Command: Tally ERP, Microsoft Orion, Ramco ERP,
Total Nos of Experience 8 Year in GCC

CARRIER OBJECTIVE

To take the organization to the topmost position wherever work. To give much more than what i get from the organization. Hard work & leadership quality. Further long-lasting relationship. Do more, learn more & get more.

EDUCATION

M.B. A	(Finance & Mkt)	2014	Ranchi University Ranchi
B. Com	(Accounts Hons.)	2012	Kolhan University, Chaibasa

ACHIEVEMENT

1st contract of 2 years with Salem Mohiyaddin Bin Saif Trading Contraction & Manufacturing Co. I got rewarded within 1 year with appreciation in salary hike by 40%

- Currently working with “Al Bayader International SPC”, Muscat Oman
Position : Sales Executive!
Duration : Date on Oct 01” 2019 to till continuous.
(Internal Transfer UAE to Oman as per request as sales executive.



Company profile

The company deals in the business of Packing Disposable and Cleaning product (FMCG).

Current Duties and Responsibilities

Objective

Seeking for Key Account Senior Executive position in growing industry wherein education, experience and skills can be efficiently utilized to increase the sales volume and profitability of the firm. Build a strong distribution network for achieving greater market development by fulfilling the following underlying functions:

- Leading Merchandising teams to achieve sales objectives.
- Identifying potential customers in the market.
- Comparing products and their substitutes based on a range of criteria.
- Managing the firm's sales budget and costs – Estimating costs involved.
- Obtain an executive sales/marketing management position in a growth-oriented company.
- Utilize business development/sales skills at a progressive organization where these skills can make a significant impact on the bottom line.
- Obtain a position that will enable use of strong sales skills, marketing background and abilities to work well with co-workers and clients.
- Use sales and marketing-oriented skills in the best possible way to achieve the company's sales goals.
- Interact regularly with top ten accounts related to weekly selling, deliveries, and stock availability.

- Contribute to proper product quantity enabling client to retail profitably.
- Develop relations between company and client following details to ensure quick response to identified problems.

Clients Dealing with: -

Lulu Hyper Market, Carrefour, Mars, Al Meera, Rameez Shopping, Al Fair, Nesto Hyper Market, K.M Trading,

- worked with “Al Bayader International LLC, Sharjah UAE as a Credit Controller Date on September 18” 2018 to 2019
(Internal Transfer UAE to Oman as per request as sales executive)



- worked with “SALEM MOHIYADDIN BIN SAIF & BRO.TRAD & CONT CO.”
Salalah-211, Dhofar Oman as an
Accountant Receivable (Credit Controller)
Date on 05/02/2015 to 02/08/2018



Company profile:

The company deals in the business of Construction Material Ready-mix Concrete,
|Block Interlock and Building Material stuff Etc.

- Worked with “ITALIAN TRADERS”
Jugsalai, Jamshedpur, Jharkhand
as an “Account Receivable & Credit Collection”
since 1st April 2013 to 1st January 2015. (Family Business)



Company Profile:

The company deals in the business of Footwear Product, we had dealership

Duties And Responsibilities

- Responsible for all aspects of credit controller for the three-business division.
- Conducted all credit review and financial analysis for each customer.
- Conducted all year credit reviews open credit term for each client.
- Required to understand client payment behaviors along with ability to conduct affective financial of corporate/ company account.
- My role also incorporated the collection of all the credit the credit sales keeping the ledger within 85% of agree credit term each month. (Note -: Current scenario pandemic and exceptional case even we active 70%, it is well good)
- Releasing of order in both a timely manner and in accordance with both SOX requirement
- Ensure provision of timely and accurate overdue & outstanding information to the management and customer.

- Coordinate with legal counsel dispute balance (Defaulter customer) with customer and ensured recover bad debts.
- Chasing overdue invoice payment via phone, email, WhatsApp, and door to door visit depend on condition, investigation and raising of credit note, negotiation and monitoring the payment arrangement
- Sharing more than 500 customer SOA via Email every month sales executive must be on CC email
- Use Google smart sheet for follow –up payment maintaining due and overdue list and taking the feedback from salesman.
- Visit with clients for accounts related issues when required to ensure smooth running of business.
- Account reconciliation, providing the client with tax, rebate, and discrepancy related documents

Professional skills.

- Advance excels, micros, words, and PowerPoint
- Sales & Marketing, Marketing strategy, Product management, Market research, marketing communication.
- Team player with ability to positively influence people

PASSPORT DETAILS

Passport No	: T3820826
Date Of Issue	: 29/07/2019
Date Of Expiry	: 28/07/2029
Place Of Issue	: Ranchi, Jharkhand India

Near Imam Bara, Eidgah Maidan, Gouri Shankar Road, Jugsalai, Jamshedpur, Jharkhand, India-831006

DECLARATION

Hope To Your Honor Will Be Consider My Application and Give Me Chance to Work Under Able Guidance, Sir I Assure You May Best Service and Co-Operation At All Time.

With Regards & Thanks,

Abdul Rahman