



FAHAD CHIRAL

Sales Executive

Looking to utilize profound skills in sales and marketing, human relations and customer management to actualize the company's sales goals in the position of Sales Executive. Possess 4 years of experience in a sales position.

CONTACTS



+971 544762845



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fahadckeezhur@gmail.com



Dubai , U.A.E

COMPUTER SKILLS

MS OFFICE ★ ★ ★ ★

TALLY ★ ★ ★ ★

BASICS ★ ★ ★ ★

LANGUAGES KNOWN

Speak Read Write

ENGLISH ✓ ✓ ✓

ARABIC ✓ ✓ ✓

HINDI ✓ ✓ ✓

MALAYALAM ✓ ✓ ✓

TAMIL ✓

SKILLS

Positive thinker

Quick Learner

Interpersonal skills

Leadership skills

Numerical Skills

Self –motivated

Critical thinking

Emotional intelligence

EXPERIENCE

Data Entry cum Cashier & Receiver

2021-2022

Al Melaz Hypermarket , Musanna , Oman

- Insert customer and account data by inputting text based and numerical information from source documents. All type of data entry jobs related to sales and purchase.
- Compile, verify accuracy and sort information according to priorities to prepare source data for computer entry.
- Respond to queries for information and access relevant files
- Manage transactions with customers using cash registers.
- Collect payments whether in cash or credit.
- Greet customers when entering or leaving the store
- Comparing purchase orders with invoices and packaging lists.
- Receiving and signing for deliveries.
- Processing returns for incorrect or unsatisfactory items.
- Updating inventory with received items.

Sales Executive

2015-2019

Family Commercial Mart LLC, Salalah , Oman

- Handling customers
- Preparing and sending quotes and proposals.
- Managing the sales process through specific software programs.
- Handling the cash transactions
- Meeting daily, weekly, and monthly sales targets.
- Participating in sales team meetings.

EDUCATION

- ◆ **Higher Secondary Education - Commerce** 2009
Board of Higher Secondary Education –Govt of Kerala
- ◆ **Secondary Education (S.S.LC)** 2007
Board of Public Examinations –Govt of Kerala

TECHNICAL EDUCATION

- ◆ **Diploma in Computerised Financial Management**
Certified by C-DIT , Govt of Kerala

PERSONAL INFO

Gender	: Male
Date of Birth	: 03-03-1992
Marital Status	: Married
Nationality	: Indian
Passport No.	: W1474918
Expiry Date	: 14-06-2032
Visa status	: Visit visa

I hereby do declare that the above furnished details relating to me are true and correct to the best of my knowledge.

Date :

Place : Dubai

Fahad Chiral