

# ANEES THAVAKKAL

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**United Arab Emirates**



## Objective

Looking to be acquainted with a good and well-establish organization that provides me with a challenging and environment than enabling me to improve my skills chosen field and contribute substantially to the growth organization as a team player. I keep flexibility to wear in any aspect of my career.

## Skills

- ◆ Excellent analytical and problem solving skills, with ability to work independently.
- ◆ Excellent communication and interpersonal skills.
- ◆ Energetic, dynamic and very enthusiastic, creative thinker. Enjoy challenging young minds.
- ◆ Forthright and assertive. A friendly, competent and hardworking employee.
- ◆ Strong organization and motivational skills.
- ◆ Ability to work outdoor and be efficient in all weather conditions

## Work Experience

**Organization** : S P Blossom Trading LLC (Dubai, UAE)  
**Designation** : Sales Representative  
**Duration** : June 2021 – August 2023

### Responsibilities:

- ◆ Prospect and qualify new sales leads
- ◆ Schedule meetings and presentations with prospects
- ◆ Create, plan, and deliver presentations on company products
- ◆ Track all sales activities in company CRM system and keep current by updating account information regularly
- ◆ Communicate customer and prospect product pain points to appropriate departments

**Organization** : Nester Trading Est (Saudi Arabia)  
**Designation** : Area Sales Supervisor  
**Duration** : July 2014 – Jan 2020

### Responsibilities:

- ◆ Conducting market research to find answers about consumer requirements, habits and trends
- ◆ Brainstorming and developing ideas for creative marketing campaigns
- ◆ Assisting in outbound or inbound marketing activities by demonstrating expertise in various Areas
- ◆ Collaborate with marketing and other professionals to coordinate brand awareness an

**Organization** : Sunbulah Group (Saudi Arabia)  
**Designation** : Key Account Sales Executive  
**Duration** : Aug 2010 – Jun 2014

♦ **Responsibilities:**

- ♦ Maintain and develop a good relationship with customers through personal contact or meetings
- ♦ or via telephone etc.
- ♦ Must act as a bridge between the company and its current market and future markets.
- ♦ Display efficiency in gathering market and customer info to enable negotiations regarding
- ♦ variations in prices, delivery and customer specifications to their managers.

**Organization** : Al Hokair Trading Co (Saudi Arabia)  
**Designation** : Sales Coordinator  
**Duration** : Feb 2008 – March 2010

**Responsibilities:**

- ♦ Coordinate sales team by managing schedules, filing important documents and communicating
- ♦ relevant information
- ♦ Ensure the adequacy of sales-related equipment or material
- ♦ Respond to complaints from customers and give after-sales support when requested
- ♦ Store and sort financial and non-financial data in electronic form and present reports
- ♦ Handle the processing of all orders with accuracy and timeliness

## Professional Skills

- ♦ Drafting letters/ memos.
- ♦ Attending mails and handing independent correspondence.
- ♦ Organize filing system to ensure easy accessibility of documents as when required
- ♦ MS Office, all basic computer knowledge

## Educational Qualifications

- ♦ Degree (B. Com) Completed
- ♦ Higher Secondary
- ♦ Matriculation

## Personal Information

Date of Birth	:	20-02-1986
Citizenship	:	India
Passport No	:	P1256480
Expiry Date	:	30-02-2029
Languages	:	Arabic, English, Hindi, Malayalam
Visa Status	:	Employment Visa

## Declaration

*I hereby declare that the particulars are true and correct to the best of my knowledge. If my application is considering favourable, I shall do my best for your entire satisfaction.*