



## CONTACT DETAILS

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**📍** : Dubai, UAE

**in** : <https://www.linkedin.com/in/albin-sebastian-085943205>

**Date of Birth** : 24-02-1995

**Sex** : Male

**Nationality** : Indian

**Visa Status** : Visit visa

## SOFT SKILLS

- Team Leadership
- Communication Skill
- Pressure Handling
- Multitasking
- Critical Thinking
- Competitive Analysis
- Business Development
- Decision Making

## TECHNICAL SKILLS

- MS Office (Word, Power Point)
- Excel
- Tally
- CRM

## LANGUAGES

**English**

*Full Professional Proficiency*

**Hindi**

*Intermediate Level*

**Malayalam**

*Native or Bilingual Proficiency*

# ALBIN SEBASTIAN

**MBA Marketing & Finance, BCom – 3 Years of Experience**

## PROFILE SUMMARY

Enthusiastic and dedicated sales, marketing, management professional with around 3 years of experience in B2B and B2C sales. Previous work experience gives proven track record in leading and managing large scale sales initiatives, customer service and innovation, which improved customer satisfaction rate by 4%.

## WORK EXPERIENCE

**Showroom Manager/Online Admin – Hawalker –** (16 Months)  
Kozhikode, Kerala, India - September 2021 to January 2023

### *Achievements/Tasks*

- Achieved the highest sale on record since the establishment of the showroom, escalated sales into 15% growth.
- Coordinated responsibility for the daily, weekly and monthly sales targets and inventories with customer service activities and staff.
- Managed cash, billing, stock, orders and accounting systems in accordance with company procedures and policies.
- Managed all online sales, listing, and uploading catalogues of products on Ecommerce portals and companies website.
- Monitored social media activities and assisted with digital marketing team in order to improve quality and lead generation.
- Maintained a proper customer interaction through social media and Ecommerce portals.

**Sales Associate - Odyssia Group –** (18 Months)  
Kozhikode , Kerala, India – March 2017 to August 2018

### *Achievements/Tasks*

- Successfully introduced and administered order processing and billing software in order to speed up B2B sales processes.
- Analyzed sales data, stock reports and sales forecasting.
- Handled successful client management and customer relationship.
- Centralized inventory, production, marketing and sales.

## EDUCATIONAL QUALIFICATION

**MBA – Marketing & Finance** (06/2018 – 06/2020)  
School Of Management Studies , University Of Calicut , India

**B.Com with CA** (09/2013 – 08/2016)  
Don Bosco College , University Of Calicut , India