

Arshal Valiyakath



Contact

+971 527702147

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License

UAE- Manual Driving License

Key Skills

MS Excel
MS Word
Flexibility
LogiNext
Tally ERP
Communication
Problem Solving
Operation Support
Time Management
Team Coordination

Activities and Interests

Sports
Driving
Gaming
Travelling
Volunteering
Listening to music

Profile

To seek a challenging position in any well reputed firm in a dynamic environment and desires to reach to heights in the same field and want to grow with the organization and prove to be an asset for its effective functioning and be a team member for the achievement of organizational goals and its success". To work on a challenging job profile which provides an opportunity to enhance my technical skills and knowledge, this could provide me an insight into new aspects so that it would be helpful for my career.

Experience

Present - 2023

EXPORT COORDINATOR-Western International-Dubai -UAE

Prepare on products in other Regions coordinate with the preparation and follow up the Recruitment Products in other country out lets. Ready to item the list wise re checking on the pellets and confirm the products the list takeover on Exporting staff

2021 – 2022

E-commerce

FULFILMENT COORDINATOR-Nesto Hypermarket-UAE

Meticulous Coordinator accustomed to managing complex schedules and logistical details to support seamless operations. Works with internal teams and stakeholders to verify requirements and exceed expectations. Astute problem-solver with high-level negotiation skills.

2020 - 2021

Hub-IN charge Third-party support

Nesto Hypermarket • Dubai

- E-commerce third-party aggregators do all the work related to the operation and most importantly provide all the necessary support to the employees.

- To check daily that Nesto interface and details are correct and up to-date with third-party apps.
- Monitors whether deliveries are completed within time limits
- Monitor sends daily reports from all stores. Keep track of order volume and inform e-com executive to take necessary action.

2015 – 2020

Sales and Marketing Executive

Maruti Suzuki Nexa – Indus Motors- Kerala, India

- Handling all the aspects of vehicle enquiry from customers to successful delivery.
- Communicating with customers even after sales there by making a cordial relationship. Explaining the customers about various features and benefits of the new vehicle.
- Taking on the feedback from customers once the sales of a vehicle has been done there by making sure the customer satisfaction intact.
- Sending daily reports of vehicle enquiries and sales to the Management. Ensuring a healthy relationship with customers so that work is carried forward smoothly
- Making new plans for increasing the vehicle volume
- Maintaining healthy relationship with customers even after sales.
- Finale inspection of documents provided by customers
- Arrange daily meeting for sales and documentation staffs.
- Explaining the customers about various features and benefits of the product.
- Arrangement of vehicle display to attract the customers.
- Sending daily reports of Vehicles enquiries and sales to the Management

Education

2013-2015

DIPLOMA - C-DIT COMPUTRIZED ACCOUNTING - KERALA

