

Linoy Francis

📍 Sharjah, UAE
☎ +971-502416779
✉ linu6928@gmail.com
🌐 <https://www.linkedin.com/in/linoy-francis-4579881>



Objective

Seeking a challenging position in a progressive organization that gives me the scope to apply my knowledge and skills, that involve myself as a part of a team that dynamically work towards the growth of the organization. Also desires a position that would utilize my gained skills in communication blended with passion for services to Commercial Oriented Industry.

Education

2016 - 2019

Bachelor of Commerce(B.Com)
Sahrdaya College of Advanced Studies, Kodakara, Kerala, India

2014- 2016

Higher Secondary(Commerce)
St. Antony's Higher Secondary School, Mala, Kerala, India

Work History

January 2022 - February 2024

Sales associate at KPJ Trading Company, Kerala, India
Worked as ASM at KPJ trading company, wholesale distributors for various varieties of biriyani rice and spices across Kerala.

- * Finding and managing new valuable clients and creating agreements.
- * Maintain relationship with clients directly and indirectly.
- * Coordinating with sales and supply department.
- * Collecting sales orders on regular intervals through direct visit or calls.
- * Reminding payments dues and collecting cheque
- * Identify and deals with clients complaints and solves by better communication with corresponding authorities.

April 2021 - September 2021

Internship at AV STAR Co Kerala, India
Internship under the Marketing department
Successfully completed six months of internship under the Marketing department of AV STAR Co. dealing with the distribution of GEEYEN IMPEX Products.

Language Skills

English, Hindi, Malayalam

Skills

- Efficient communicative and presentation skills
- Data entry proficiency in MS Excel (SUMIF,COUTIF,VLOOKUP,XLOOKUP)
- CRM software skills
- Inventory management skills
- Leadership skills
- Quick learner and easily adaptable
- Detail oriented and can work under extreme pressure
- Critical thinker and meets goals and tasks on time
- Efficient management skills

Visa status

Visiting visa

Validity: 30/06/2024