

FARIZ HAMEED

Sales Executive | Client Relationship Expert

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SUMMARY

Dynamic Sales Professional with over five years of experience in client acquisition, relationship management, and revenue growth across the glass/mirror industry and hospitality sectors. Skilled in negotiating deals, conducting effective client outreach, and leveraging financial acumen to support business development. Proven success in driving sales growth and enhancing customer satisfaction, with a strong foundation in SAP FICO, Tally, and QuickBooks. Fluent in English, Hindi, Arabic, and Urdu, with a valid UAE Light Vehicle License (2021-2028). Eager to contribute sales expertise to a forward-thinking organization in the UAE.

WORK EXPERIENCE

AL AIN GLASS AND MIRRORS CO L.L.C

2019 - 2024

Sales Executive

Abu Dhabi, United Arab Emirates

A company specializing in the import and export of various glass and mirror products

- Led sales initiatives, securing new clients and increasing revenue through targeted outreach and negotiations.
- Built and maintained long-term client relationships, contributing to consistent sales growth.
- Collaborated with the finance team to align sales strategies with financial goals, ensuring profitability.
- Managed client accounts and provided tailored solutions, enhancing customer retention.
- Developed and executed marketing campaigns to promote new product lines, boosting sales by 15%.

HOTEL LE WESTERN

2018 - 2019

Sales and Guest Relations Associate

Mumbai, India

Luxury corporate hotel

- Promoted hotel services to guests, upselling packages and increasing revenue by 15% through effective communication.
- Resolved customer inquiries and billing concerns, improving guest satisfaction by 30%.
- Streamlined check-in processes, enhancing the overall client experience and repeat business.
- Managed payment transactions and maintained accurate records to support sales operations.

SREERAMA ASSOCIATES

2017 - 2018

Client Support and Tax Consultant

Kerala, India

Tax Consultancy

- Advised clients on financial strategies, identifying opportunities to reduce costs and improve profitability.
 - Developed strong client rapport, contributing to a 5% reduction in tax liabilities through tailored solutions.
 - Prepared detailed financial reports using SAP FICO and Tally, supporting client decision-making.
 - Conducted proactive client outreach to promote tax-saving services, increasing client retention by 10%.
 - Analyzed client financial data to recommend upsell opportunities, enhancing service uptake.
 - Collaborated with senior consultants to deliver customized presentations, securing new client contracts.
 - Maintained accurate records and followed up with clients, ensuring 100% compliance with tax deadlines.
 - Resolved client queries efficiently, improving satisfaction scores by 20% through effective communication.
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TECHNICAL SKILLS

- Proficient in SAP FICO for financial tracking and supporting sales-related budgeting.
 - Experienced in Tally for accurate financial reporting and client account management.
 - Skilled in QuickBooks for invoicing, payment processing, and sales revenue analysis.
 - Competent in Peachtree for managing client financial transactions and records.
 - Knowledgeable in Pact for streamlined accounting and sales support processes.
 - Familiar with Comrade for efficient data management and client relationship tracking.
 - Advanced user of Microsoft Excel for sales forecasting, data analysis, and performance reports.
 - Proficient in Microsoft Word for creating professional sales proposals and correspondence.
 - Skilled in Microsoft Outlook for scheduling client meetings and managing follow-ups.
 - Capable in Microsoft PowerPoint for designing impactful sales presentations.
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EDUCATION

Diploma in SAP FICO & Tally Gtech India	2016 - 2017
Bachelor of Commerce (B.Com) Dr. Bhimrao Ambedkar University India	2014 - 2016
Higher Secondary Education Government Higher Secondary School Udinur India	2012 - 2014

STRENGTHS

- Analytical approach to identifying sales opportunities and overcoming objections.
 - Adaptable to diverse client needs and market trends.
 - Time management skills to handle multiple accounts and meet targets.
 - Proven ability to deliver exceptional customer service and drive satisfaction.
 - Strong negotiation skills to secure favorable deals and build client trust.
 - Creative problem-solving to address client challenges and close sales effectively.
 - High energy and persistence in pursuing leads and achieving sales quotas.
 - Excellent team collaboration to support group sales efforts and share best practices.
 - Quick learning ability to master new products, tools, and sales techniques.
 - Confident public speaking and presentation skills to pitch to clients and stakeholders.
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LANGUAGES

- English (Fluent)
 - Hindi (Fluent)
 - Urdu (Fluent)
 - Arabic (Intermediate)
 - Malayalam(Fluent)
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DRIVING LICENSE

- Light Vehicle
- License No : 2725409
- Date of Issue : 15/11/2021
- Date of Expiry : 08/11/2028
- Place of Issue : Abu Dhabi