

Hanees Nalakath Arakkal
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CAREER OBJECTIVE:

Motivated and detail-oriented sales professional with 17 years of experience seeking an opportunity to apply my advanced knowledge of sales and customer service and my experience with team-building.

CORE COMPETENCIES:

Interpersonal Skills	Self-Management
Leadership Skills	Team Player
Self Confidence	Time Management
Customer Focus	Diplomacy & Tact
Personal Accountability	Self-Management

EDUCATION

Bachelor of Arts from Calicut University	1997-2000
Pre-Degree from Calicut University	1995-1997
Higher Secondary School, Kerala	1995

TRAININGS & CERTIFICATIONS

Diploma in Computer Hardware (Universal College of Engineering, Thrissur, Kerala)
Diploma in Applied Electronics (Universal College of Engineering, Thrissur, Kerala)
Data Entry and Software Operation (LBS Centre for Science and Technology, Kerala)

PROFESSIONAL EXPERIENCE

Qaenat Foodstuff Trading & Packing
Sales Supervisor

June -2021 to Present

- ❖ Responsible for driving results by providing direction, support and guidance to the sales team in the area of sales, revenue generation and cost control .
- ❖ Achieving sales targets set each month by the senior sales management team.
- ❖ Hiring, developing and retaining talent within the store .
- ❖ Complying with the legal compliance issues and procedures.
- ❖ Managing enquires though the entire buying process.
- ❖ Following all enquires through to contact or close.
- ❖ Ensuring that product deliveries and movements are processed according to company stock management guidelines
- ❖ Performing any ad hoc duties deemed appropriate by the company directors.
- ❖ Implementing internal sales process improvement initiatives

Senior Sales Executive

May 2004 – Dec 2020 (17 Years)

- ❖ Dealing with all major key account outlets in Dubai, Sharjah, Ajman, UAQ, RAK & Fujairah.
- ❖ Dealing with wholesale/Export customers in Al Ras , Aweer & Northern Emirates
- ❖ Outlets Handled – Carrefour, Lulu Group, Sharjah Coops, Spinneys, Safeer and Nesto Groups.
- ❖ Achieved sales target every year and was also awarded top sales performer 6 times.
- ❖ Preparation of target based monthly action plan.
- ❖ Responsible for Listing of new variants of the brand in modern trade accounts
- ❖ Building Relationship with New Customers and Distributors
- ❖ Maintaining Good Business Relationship with Existing Client's
- ❖ Deal with Customer Feedback, Enquiries Complaints and returns.
- ❖ Liaising with Head Office to Ensure Relevant Stock is delivered on Time.
- ❖ Increasing the Visibility of Wrigley's Product Via Implementing POS Displays
- ❖ Using Negotiation and Communication Skill to sell New Products in Main Key Accounts Outlets to maximize Shelf Space and Increase Market Share
- ❖ Resolve problems in a way that honors the company's integrity, benefits the consumer and creates a higher quality

Najd Electrical & Safety Equipment Co LLC

Sales & Marketing Executive

May 2002 – Apr 2004 (2 Years)



- ❖ Arranging sales visits with prospective clients
- ❖ Giving product demonstrations
- ❖ Maintaining proper sales and performance records
- ❖ Participating in trade exhibitions, conferences, etc. Negotiating sales contracts

SKILLS

Problem Solving - Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations; uses reason even when dealing with emotional topics.

Interpersonal Skills - Focuses on solving conflict, not blaming; maintains confidentiality; listens to others without interrupting; keeps emotions under control; remains open to others' ideas and tries new things.

Managing People - Includes staff in planning, decision-making, facilitating and process improvement; takes responsibility for subordinates' activities; makes self-available to staff; provides regular performance feedback; develops subordinates' skills and encourages growth; solicits and applies customer feedback (internal and external); fosters quality focus in others; improves processes, products and services.; continually works to improve supervisory skills.

Delegation - Delegates work assignments; matches the responsibility to the person; gives authority to work independently; sets expectations and monitors delegated activities; provides recognition for results.

Cost Consciousness - Works within approved budget; develops and implements cost saving measures; contributes to profits and revenue; conserves organizational resources.

Ethics - Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and ethically; upholds organizational values.

Adaptability - Adapts to changes in the work environment; manages competing demands; changes approach or method to best fit the situation; able to deal with frequent change, delays, or unexpected events.

PERSONAL DETAILS:

DOB – 24th March 1981, Married
Valid UAE Driving License
Languages Known: English, Hindi, Tamil & Malayalam

COMPUTER SKILLS

MS Office
Internet & Web services

CORPORATE REFERENCES

Mr. Reyas Ali (Wrigley's Division),
National Sales Manager, GULFCO, Dubai, UAE.
