




Hem Bahadur Khatri

Salesperson



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 BurDubai, Dubai 0000

PROFESSIONAL SUMMARY

Experienced in developing sales strategies and achieving revenue goals. Possesses the ability to build customer relationships, identify customer needs, and deliver solutions. Exceptional communication, organizational, and problem-solving skills.

SKILLS

Problem-Solving Strengths

Sales Expertise

Product Promotion

Prospecting Skills

Expense Reporting

Product Merchandising and Distribution

Market Research

Product Management and Pricing

Product and Service Knowledge

Onsite Product Demonstrations

Customer Retention Abilities

Inside and Outside Sales

B2B Sales

Revenue Generation

Online Chat

Information Updates

Key Account Generation

EXPERIENCE

SALES REPRESENTATIVE, Dubai, Dubai

Brands4U , August 2023–Present

- Demonstrated excellent customer service skills when dealing with client inquiries.
- Communicated product features, advantages, and benefits to customers.
- Developed and maintained relationships with customers to ensure repeat business.
- Utilized persuasive communication techniques to close deals quickly and efficiently.
- Developed and maintained strong customer relationships and networks within designated sales territory.
- Managed customer accounts by providing accurate information on product availability and pricing.
- Adapted to and remained flexible in changing, fast-paced work environment.

TRANSPORTATION SUPERVISOR, Kathmandu, Bagmati

24/7 Rental Service Pvt. Ltd., June 2020–April 2023

- Ensured that all vehicles were equipped with necessary safety equipment and supplies.
- Assigned routes to drivers based on customer needs, traffic conditions and other factors.
- Negotiated contracts with vendors for services such as vehicle leasing, maintenance, repair.

LOGISTICS ASSISTANT, Kathmandu, Bagmati

JD Currier Service Pvt.Ltd., March 2016–May 2020

- Managed daily warehouse operations, including receiving, stocking and shipping processes according to established procedures.
- Monitored shipments for accuracy and quality assurance purposes by verifying product information and delivery details against invoices.
- Provided excellent customer service by responding promptly to inquiries via phone or email.

CALL CENTER REPRESENTATIVE, Kathmandu, Bagmati

Rolling Plans Pvt. Ltd., January 2015–September 2016

- Answered incoming calls promptly and professionally, addressing customer inquiries with empathy and understanding.
- Managed difficult situations calmly and effectively while maintaining a positive attitude towards customers.
- Proficiently handled high call volumes while maintaining quality service standards.

OFFICE ASSISTANT, Dang, Bagmati

Sishne Money Transfer , July 2011–April 2014

- Answered incoming calls promptly and professionally; took messages or transferred calls to appropriate personnel.
- Greeted visitors in a professional manner and provided assistance when necessary.
- Performed data entry tasks with accuracy and speed utilizing MS Office applications such as Word, Excel, PowerPoint.

EDUCATION

HIGH SCHOOL DIPLOMA, Dang, Nepal.

Public Gyan Jyoti Higher secondary School , August 2011

LANGUAGES

- | | |
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| • English
Intermediate | • Hindi
Conversational |
| • Nepali
Native | |

REFERENCES

References available upon request