



MUHAMMED RAFEEQ KUVERI

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United Arab Emirates

SUMMARY

To work in a position where I will increase gains in profit performance, revenue growth and market share by using my expertise and skills in business management and entrepreneurial drive.

SKILLS

- Ambitious
- Highly motivated
- Marketing
- Business development
- Merchandising
- Managing sales
- Generating sales
- Improving service
- Identifying business opportunities
- Exceptional communication
- Time management
- Working under pressure
- No supervision
- Computer programs in sales and marketing
- Troubleshooting
- Problem-solving
- Proficient in MS-Office (Excel/Word/PowerPoint)

PERSONAL INFORMATION

- Passport Number: U 2785602
- Date of birth: 01/04/1992
- Nationality: Indian
- Driving Licence: United Arab Emirates
- Marital status: Married
- Visa: Visit Visa

DISCLAIMER

EXPERIENCE

08/2023 - 08/2024

TRAVEL DESK CO-ORDINATOR
TAJ RESORT AND SPA | Cochin

01/2022 - 01/2023

SALES EXECUTIVE
SIDCO FOODS TRADING LLC | Dubai, UAE

- Frozen Foods Delivery
- Deliver in Restaurants & Warehouses
- Manage multiple orders, delivery locations, and customers at the same time
- Deliver orders within an optimal period of time, ensuring freshness of food and respect for customer preferences
- Safely operate a vehicle in all types of weather conditions
- Navigate local streets and highways efficiently using GPS
- Communicate clearly with customers and food service employees, demonstrating an eagerness to work through any issues or points of confusion
- Verify orders before each delivery and maintain a detailed, comprehensive delivery log

01/2018 - 01/2020

PUBLIC RELATION EXECUTIVE (ADMIN AFFAIRS)
SHIFA AL JAZEERA MEDICAL CENTRE | Bahrain

- Planning publicity strategies and campaigns
- Writing and producing presentations, articles, press releases and social media posts
- Designing or project managing the production of visual communications and digital content

01/2016 - 01/2018

Medicine Delivery Driver
ASTER DM HEALTH CARE | Dubai, UAE

- Verified stocks of medications and maintained computer inventory records
- Delivered Pharmaceutical products to various area hospitals
- Performed a variety of department clerical duties as assigned
- Cleaned transport vehicle and performed minor repairs as required

01/2014 - 01/2016

MECHANICAL SUPERVISOR
PEPCO GROUP OF COMPANIES | Sharjah, UAE

I do hereby declare that the information provided above is factual to the best of my knowledge.

- Working as part of a busy team, Taking responsibility for several schemes at differing stages
- The work load includes villa projects, buildings, house, extensions and environmental projects
- Hire and supervise tradesman during installation
- Monitor inventory of materials and equipments
- Participate in coordination of projects

01/2013 - 01/2014
SALES MAN (3-ton Pickup)
TEEJAN GENERAL TRADING | Dubai, UAE

- Deliver food products in accordance with all sanitation and safety principles
- Verify all food product amounts and cross-check with customer order paperwork
- Maintain sanitary and clean service vehicle
- Boosting sales in my department every month
- Arranging several effective client demonstrations

LANGUAGES

English:	Arabic:
Hindi:	Malayalam:
Tamil:	

EDUCATION

01/2012
NATIONAL INSTITUTE OF OPEN SCHOOLING
INTERMEDIATE SCHOOL

LUNA INSTITUTE OF ENGINEERING TECHNOLOGY
DIPLOMA IN MECHANICAL ENGINEERING