



# SHAHID MUNEER

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## SALES EXECUTIVE

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- [shahidshahs1996@gmail.com](mailto:shahidshahs1996@gmail.com)
- LOCATION: ABUDHABI, UAE
- NATIONALITY: INDIAN
- VISA STATUS: RESIDENT VISA
- PASSPORT NO: B0945599
- DOB: 18/10/1996
- MARITAL STATUS: SINGLE

### EDUCATION

- BACHELORS IN ELECTRICAL AND ELECTRONICS  
Al Ameen Engineering College, Shoranur.  
Accredited to AICTE and APJ Abdul Kalam Technological University, Trivandrum. (Incomplete)
- SECONDARY EDUCATION  
Govt HSS Chundambatta (2012-2014)
- SCHOOL EDUCATION  
Govt HSS Chundambatta (2003-2011)

### LANGUAGES

- ENGLISH - PROFICIENCY
- HINDI - PROFICIENCY
- MALAYALAM - PROFICIENCY
- ARABIC - INTERMEDIATE
- TAMIL - SPEAK
- SPANISH - BASIC

LOOKING FOR A REWARDING ROLE AS A PROFESSIONAL WHERE TO ACCELERATE MY SALES CAREER BEING ACCOMPLISHED



### EXPERIENCE

SHIFT SUPERVISOR–ADNOC (Abudhabi national oil company) Sep 2022 – Till today.

#### ACHIEVEMENTS AND RESPONSIBILITIES

- Main product sale increased by more than 5-10%
- Achieved the sales target for one of our promotional product for the last 3 months consecutively.
- ✧ Plans, schedules, supervises and ensures that all Station attendants, lube attendants and cashiers are adhere on store policies and procedures.
- ✧ Prepares sales reports, shift end reports, reconciles accounts daily/weekly and other reports as per requirements of management.
- ✧ Acts as a mediator and resolves the customer complaint before the situation escalates.
- ✧ Recommends and implements measures to improve worker motivation, equipment performance, work methods, or customer services.
- ✧ Prepares, Compiles, and submits reports on work activities, operations, production or work related accidents.

## COMPUTER SKILLS

- MS OFFICE  
(WORD, EXCEL, OUTLOOK,  
POWERPOINT)
- LIGHTROOM
- PHOTOSHOP
- DAVINCI RESOLVE VE
- UNREAL ENGINE(BASICS)

## SKILLS

- Good Communication Skill
- Multilingual Proficiency
- Active Listener and Fast Learner
- Teamwork & Leadership Flexibility
- Responsible and Innovative
- Ability to Handle Pressure and  
Goal Achiever
- Customer Handling and customer  
Satisfaction
- Highly Organized and Accurate
- Manual dexterity
- Utilizing every tool
- Time management
- Flexible and Adaptive to Changes

▪ Basic firefighting training

▪ Indian driving licence

Licence no: 52/3731/2015

Class of vehicle 1) M/C With gear

2) LMV

## SALES ATTENDANT–ADNOC Dec 2019 – Sep 2022

- Best employee for several time.
- Achieved sales target for one of promotional product several time.
- ✧ Ensures a high levels of customer satisfaction through excellent sales service
- ✧ Recommends and displays items that match customer's needs
- ✧ Actively involves in maintaining and receiving of new products
- ✧ Informs customers about sales, promotions and policies.
- ✧ Takes payments for purchases and packages purchases if needed.

## ELECTRICIAN AND PLUMBER – June 2016 – Nov 2019

- ✧ Installed and repairs electrical wiring, systems and fixtures.
- ✧ Installed systems for control and lighting systems.
- ✧ Inspected electrical systems and Prepared bids budgets and cost estimates.
- ✧ Read technical and wiring diagrams, including blueprints.
- ✧ Learned and adhered to state and local regulations based on the national electrical code.
- ✧ Installed circuit breakers and other electrical hardware.
- ✧ Assemble, install, maintain and repair pipes and valves
- ✧ Collaborate with general contractors and other electricians.
- ✧ Responded to diagnose and resolve all electrical and plumbing emergencies.