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| <b>Name</b>                | <b>Suhail Maliyil Khalid</b>                |
| <b>Currently Residence</b> | <b>UAE</b>                                  |
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| <b>Nationality</b>         | <b>India</b>                                |
| <b>Driving License</b>     | <b>UAE, Qatar, Saudi Arabia &amp; India</b> |
| <b>Passport</b>            | <b>P 1752097</b>                            |
| <b>Visa status</b>         | <b>Transferable</b>                         |

### **Working Experiences: -**

**KEY ACCOUNT Sales and Merchandiser Supervisor/Inventorysupervisor  
with “UNILEVER” (Bin Zagr) Dammam, SAUDIARABIA**

- ⇒ Focus on **FMCG** key outlets, Monitoring supplies and ware house, Check the display of products properly.
- ⇒ Supervising the all merchandisers to follow the **FIFO** methods, Nearest expiries should be kept at shoulder level, make sure the nearest expiries **SKUs** are sold out. All shelves are should be to keep neat and clean properly. The shelves should still be full, Full fill the available shelf spaces with the maximum number of **SKUs**
- ⇒ Planning and developing merchandising strategies, analyzing sales figures, customers reaction and market trends to anticipate product needs. Managed a territory to identify opportunities and recognize new sales trends in order to increase Sales of assigned products.
- ⇒ As a KASI managed developed sales potential of customers within my **“FARM Super stores”** (Key account markets) 9 Markets of Eastern Province of Saudi Arabia (Dammam territory)
- ⇒ Responsible for sales growth and budgets for **“Unilever”** from markets of **“FARM super stores”** (FMCG) vision care.
- ⇒ Leased effectively with and support other members of the sales as well as merchandiser team organized, hosted and managed various customer meeting...
- ⇒ Monitor completeness, accuracy, and compliance during inventory transactions. Oversee Purchase orders, data entry, and shipping and receiving. Lead and supervise inventory team, resolving problems, conducting training and setting schedules.

**Outdoor Sales Representative**  
**SOFRA WORLDWIDE**  
**(Gelato Italian) DUBAI**  
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- ⇒ Selling products and meeting customer needs. Services existing accounts
- ⇒ Obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on
- ⇒ Potential sales outlets and other trade factors. Outdoor sales for the all kind of Italian food and beverages.

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**FLOOR MANAGER with GRAND HYPER MARKET**  
**(AL-RAWABI Group of Companies)**  
**FMCG**  
**DOHA, QATAR**  
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- ⇒ Overseeing salespeople, cashiers, shelf stockers, and other employees of **Hyper Market**.
- ⇒ Managing finances and preparing an annual budget.
- ⇒ Keeping records of expenditure, sales figures and employee performance.
- ⇒ Evaluating the supply and availability of stocks, and profit-margins. Supervising the sales person and merchandiser.
- ⇒ Monitoring and checking the shelves as available any expires or damaged SKU's and every weekend will arrange the meeting with them for enquire about sales and situation.
- ⇒ Checking the method of the customers dealing and have to check them how is behaving with our valuable customer, each half an hour needs to check situation of the cash counter...

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**ASST: PRO.**  
**ASIATIC Printing,**  
**Import and Export**  
**AJMAN**

- ⇒ Performs periodic audits of HR files and records to ensure that all required documents are collected and filed appropriately.
- ⇒ Provides clerical support to the HR department.
- ⇒ May assist with payroll functions including processing,
- ⇒ Answering employee questions, fixing processing errors, and distributing checks.
- ⇒ To collect the current check or PDC from candidates.
- ⇒ Submitting and collecting the legal documents.
- ⇒ Traders and collecting the Amounts, Current checks or PDC (As soon as possible).
- ⇒ Handling the electricity, municipality bill payments and problems.
- ⇒ Helping to PRO for labor and emigration issues.

## Language Skill

| Language  | Speaking | Reading | Writing |
|-----------|----------|---------|---------|
| English   | Fluent   | Fluent  | Fluent  |
| Arabic    | Fluent   | Fluent  | Fluent  |
| Hindi     | Fluent   | Fluent  | Fluent  |
| Malayalam | Native   | Native  | Native  |
| Urdu      | Medium   | Medium  | Medium  |
| Tamil     | Fluent   | Nil     | Nil     |

## Education Qualification

| Course Name                                    | Year of Pass |
|--|--------------|
| Bachelor of Commerce (B. Com) (Marketing)      | 1997 – 1999  |
| Pre-Degree (PDC) (4thgroup)                    | 1995 – 1996  |
| Secondary of School Leaving Certificate (SSLC) | 1993 – 1994  |

## Computer skill

|                               |      |
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| Micro soft office (MS Office) | 2002 |
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Dear Sir: -

This letter is to express my interest in the sales position on my skills in sales and marketing. I'm confident that I would great edition to your team. My resume that highlights my ability/knowledge and experience in the sales and marketing is enclosed. During my time with" *Unilever*" *BIN ZAGR (FMCG)*, *SOFRAWORLDWIDE (FMCG)* and *AL RAWABI GROUP OF COMPANY (FMCG)*. I was able to succeed save money, save time/Increase sales and increase productivity in their suggested department with my experience. I excited to work in this all-similar job position and the ability to help your company succeed. Thank you in advance for your time please don't hesitate to contact me if you have any questions. And I would Like the opportunity to review my qualifications in more detail.

Thank you  
Regards

you're sincerely  
Suhail mKhalid