

ROSHAN HASSAN KV



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Address

Al Karama, Dubai, UAE

EDUCATION

- **Higher Secondary**
VHSE Kuttichira, Kerala, India

SKILLS

- Customer Service
- Product Knowledge
- Communication
- Upselling & Cross Selling
- Negotiation Skills
- Client Relationship Management
- Presentation Skills
- Inventory Awareness
- Leadership
- Problem-Solving

LANGUAGES

- English
- Malayalam

PERSONAL INFO

- Date of Birth : 24-12-1996
- Nationality : Indian
- Marital Status : Single
- Passport No : V2200337
- Visa Status : Visit Visa
- Expiry date : 31-05-2025

CAREER OBJECTIVE

Motivated and adaptable professional seeking a challenging position in a dynamic organization where I can contribute to team success through hard work, attention to detail, and excellent organizational skills. Committed to continuous learning and growth, with a strong ability to quickly adapt to new environments and responsibilities. Eager to leverage diverse skill sets to support company goals and drive positive outcomes.

WORK EXPERIENCE

SALES EXECUTIVE

2024 - Present

Star Shine Jewelry, Dubai, UAE.

SALES EXECUTIVE

2022 - 2024

Sahara Gold & Diamonds, Kerala, India

- Greet and assist customers in a professional and friendly manner.
- Promote and sell gold, diamond, and gemstone jewelry to meet sales targets.
- Maintain in-depth knowledge of products to answer customer inquiries.
- Build strong relationships with clients to encourage repeat business.
- Handle billing, invoicing, and customer transactions accurately.
- Organize and maintain product displays and showroom cleanliness.
- Coordinate with the inventory team to ensure stock availability.

FRONT DESK ASSISTANT

2020 - 2022

Rajendra Hospital, Kerala, India

- Greet and assist visitors in a professional and friendly manner.
- Answer and direct incoming calls promptly and accurately.
- Schedule appointments and manage meeting room bookings.
- Maintain the cleanliness and organization of the front desk area.
- Handle incoming and outgoing mail and deliveries.
- Maintain visitor logs and issue badges as needed.
- Support administrative tasks such as filing, data entry, and photocopying.
- Coordinate with internal departments to relay messages and assist with inquiries.

SALES EXECUTIVE

2018 - 2020

Tip Top Tropicana, Kerala, India

- Identify and approach potential customers to generate new business.
- Present and promote products or services to clients effectively.
- Build and maintain strong client relationships to ensure repeat business.
- Meet or exceed monthly and quarterly sales targets.
- Prepare and deliver compelling sales presentations and proposals.
- Negotiate contracts and close sales deals with professionalism.
- Maintain accurate records of sales activities in CRM systems.
- Stay updated on market trends, competitor activities, and product knowledge.