



JIBIN GEORGE

Nationality:Indian

Current location:Dubai,Karama

georgejibin82@gmail.com

+971 56 301 8112

DOB 07-07-1995

in https://www.linkedin.com/in/jibin-george-901a57200?utm_source=share&utm_campaign=share_via&utm_content=profile&utm_medium=android_app

Objective

To get an opportunity where I can make the best of my potential and contribute to the organization's growth.

Experience

Quest global

2022 - 2024

IT Sales coordinator

.Coding and Programming: Assisting in writing, testing, and debugging code under the guidance of senior developers.
.Administered and maintained IT infrastructure, including hardware, software, networks, and security systems. Ensured optimal functioning of IT systems and resolved technical issues promptly.
.Coordinated with the sales team to ensure smooth sales operations.
Handled customer inquiries and provided product information.
Processed sales orders, managed billing, and tracked shipments.
.Assisted in preparing sales presentations and proposals.
Maintained accurate records of customer interactions, sales reports, and inventory.
.Scheduled and organized sales meetings, both internally and with clients.
Ensured timely follow-up on leads and coordinated client feedback.
.Collaborated with other departments such as technical support and **.procurement** for smooth order fulfillment. Stayed up-to-date with product offerings and industry trends to assist with client inquiries.

Tech Mahindra

2020 - 2022

customer service (sales)

.Delivered exceptional customer service by greeting and assisting customers in selecting products tailored to their needs and preferences.Promoted and sold a diverse range of D products,
.Processed transactions efficiently while managing inventory and maintaining a clean, well-organized sales area.
.Built strong customer relationships by providing personalized recommendations and exceptional service, enhancing customer loyalty.
.Consistently upsold and cross-sold products, achieving and exceeding sales targets.
.Suggested additional products and implemented special sales activities to reduce stock levels.
.Adhered to all customs and regulations, ensuring compliance in all sales operations.
.Collaborated with team members to ensure seamless store operations and contributed to team success by achieving related sales objectives.
.Conducted daily inventory counts on fast-moving items and promptly reported discrepancies to Duty-Free Shift Leaders.
.Assisted Shift Leaders in duties such as physical inventory counts, merchandising, stock receiving, and movement.

Education

Carmel polytechnic college , punnapra

3 year diploma in electronics and communication

2013 -2016

— 7.6

c.s.i college of engineering , ooty

B.E IN ELECTRONICS AND COMMUNICATION

2017-2020

— 70

Skills

- Retail selling
- Strong customer service and communication skills,
- Multitasking
- positive customer experience
- Sales promotion
- MS office suite
- word ,excel,power point
- Administrative Skills
- management skills
- Team Leadership

Reference	siva - customer service executive tech Mahindra +91 81378 31794
	dini sa - Developer Quest global +91 70348 70955
	Alen N michel Sun F uber Optics(Nest) +91 95442 41348
Language	. ENGLISH
	. HINDI
	. MALAYALAM
Passport Details	passport Number:P9129435
	Date of issue:08/04/2017
	Date of expiry:07/04/2027
KEY ACHIEVEMENTS	Successfully handled high-volume customer interactions, achieving a 95% customer satisfaction score at Tech Mahindra.
	Maintained a high level of customer satisfaction through prompt issue resolution and a welcoming attitude
	Consistently exceeded sales targets by upselling and cross-selling products effectively.
	Contributed to stock management efficiency by actively participating in inventory counts and ensuring stock accuracy.