





**ABDUL SUNAIF C K**  
**PURCHASER**

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Valid UAE Driving license.

Dedicated and results-driven professional with a proven track record in both sales and purchasing. Seeking a challenging position as a Sales and Purchasing Specialist where I can leverage my negotiation skills, market knowledge, and sales expertise to contribute to the success of the organization.

## **Experience**

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### **PURCHASER**

**09/2018 - PRESENT**

#### **MARJAN DISCOUNT CENTER, UAE.**

- Developed and maintained strong relationships with key clients, ensuring customer satisfaction and repeat business.
- Conducted market research to identify new product opportunities and potential suppliers, leading to a diversification of the product portfolio.
- Negotiated favorable terms with suppliers, resulting in a 15% reduction in procurement costs without compromising product quality.
- Collaborated with cross-functional teams, including marketing and logistics, to streamline the supply chain and improve overall efficiency.
- Implemented effective inventory management strategies to optimize stock levels and reduce excess inventory.
- Develop and implement procurement strategies to optimize costs and improve efficiency.
- Negotiate contracts, terms, and conditions with suppliers to achieve favorable agreements.
- Collaborate with cross-functional teams to understand and meet departmental purchasing needs.
- Maintain accurate records of purchases, pricing, and vendor performance.

### **SALES EXECUTIVE**

**03/2017 - 04/2018**

#### **F-TRAIL PVT LTD, INDIA**

- Conducted product presentations and demonstrations to potential clients, showcasing the features and benefits of the products.
- Developed and maintained a deep understanding of the market and industry trends to identify new business opportunities.

- Resolved customer inquiries and concerns promptly, ensuring high levels of customer satisfaction.
- Collaborated with the marketing team to create and implement sales campaigns, resulting in increased brand visibility.

## Education

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**BACHELOR OF BUSINESS MANAGEMENT (BBM)** **2016**

UNIVERSITY OF MANGALORE, **India**.

**DIPLOMA IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT** **2017**

GIIMS. KERALA, **India**.

## Areas of Expertise

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- |                                |                                  |
|--------------------------------|----------------------------------|
| ❖ Sales and negotiation        | ❖ Inventory management           |
| ❖ Purchasing and procurement   | ❖ Communication and presentation |
| ❖ Relationship building        | ❖ Team collaboration             |
| ❖ Market research and analysis | ❖ Customer service               |

## Technical Skills

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|---------------|-------------------|
| ❖ Tally       | ❖ MS Office Suite |
| ❖ Quick Books | ❖ Zoho Books      |
| ❖ Fresh book  | ❖ OUTLOOK         |

## Personal Details

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Nationality	: Indian
DOB	: 04/02/1994
Visa status	: Employment Visa
Language	: English   Malayalam   Hindi   Arabic