

SEAMON SAJAN



SHARJAH- MUWEILAH

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Visa Status: Visit Visa (Valid till 05-08-2023)

OBJECTIVE

To be a part of a progressive organization that gives scope for the enhancement of my knowledge, skills which can be better utilized for the organization as well for my personal growth.

EDUCATIONAL QUALIFICATION

Course	: IATA
Institute	: Sincere Acadamy Thrissur
Course	: B.COM (C A)
Institute	: Nirmala college chalakudy
University	: Mahathma Gandhi University
Year	: 2013
Course	: 12th
Institute	: De Paul Collage Angamaly
Board	: Board of General Education, Kerala.
Year	: 2010

Area Of Interest

- Accounts Management , Super Vision and Store Keeper
- Sales executive,team Leading

PROFESSIONAL EXPERIENCE

Job title : **Territory Sales Manager** (2022
Sep to May 2023)(Bharti Airtel
Limited)

Duties & Responsibilities

- Ensuring the desired product availability in the market
- Ensuring that the distributes/ retailers maintain adequate stocks of company products and merchandise as per norms.
- Ensuring the availability of required manpower at distributorships as per plan and monitor their conduct/ behavior

- Building trust and relationship with distributors / retailers and company by clearing any doubts/confusions and providing solutions to any issue within reasonable time frame.
- Working with circle marketing in management of schemes/ promotions/ contests being run to promote the company brand.
- Ensuring flow of knowledge, skills and training from company to the dealer/ retailer staff to ensuring output as per targets. Assess training requirements on an ongoing basis. Coordinate with training content and service providers to implement training.
- Establishing retail channel schemes at the zonal level based on corporate guidelines and with the approval of the circle/zone sales head.

Job title :JIO POINT MANAGER (2020SEP-2022SEP)

(Reliance jio infocomm)

Duration :2 Years

Duties & Responsibilities

- Develop the market
- Achieve acquisition and revenue target
- Identify & onboard channel partners
- Service retailers as per beat plan
- Ensure stock availability and visibility in retail outlets
- Maintain supply chain stability
- Ensure daily cash deposit
- Monitor, evaluate, train the team and channel partners

Job Title :Sales Excutive (2016Sep- 2020Sep)

(Evangle Distributors,Chalakydy)Duration:4years

Duties & Responsibilities

- Setting sales goals and developing sales strategies
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- Service the retailers as per the Beat Plan
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- Create a detailed sales for the month and Meet Daily DRR and Achieve the targets
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- Contacting potential and existing customers on the phone and person
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- Handling customer questions, inquiries, and complaints.
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- Establishing new business links
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- Conduct market research to evaluate gaps, opportunities, and alien needs
- Seek new opportunities through
- Take feedback from customers and share it with support teams

Job Title: Store Keeper (2015 Sep-Sep
2016Sep) (Royale Distributers, Chalakudy)
Duration. : 1 years

Duties & Responsibilities

- To exercise general control over all activities in Stores Department
- To ensure safe keeping both as to quality and quantity of materials.
- To maintain proper records.
- To initiate purchase requisitions for the replacement of stock of all regular stores items whenever the stock level of any item of store approaches the minimum limit fixed in respect thereof.
- To initiate action for stoppage of further purchasing when the stock level approaches the maximum limit.
- To check and receive purchased materials forwarded by the receiving department and to arrange for the storage in appropriate places.
- To issue materials only in required quantities against authorised requisition notes/material lists
- To check the book balances, with the actual physical stock at frequent intervals by way of internal control over wrong issues, pilferage,

COMPUTER AWARENESS

- Basic Course (MS Word, Windows, Excel, Internet & E-mail operations)

STRENGTHS & Skills

- Optimistic
- Good Interpersonal Skills
- Forklift Operator (Valid Indian License)

HOBBIES

- Listening Music ,sports

PERSONAL PROFILE

Address : Payyapilly(H), DRL
Road,West Chalakudy
Chalakudy (P.O),Thrissur
Kerala-680307

Fathers Name : P D SAJAN

Age & DOB : 29, 22-04-1993.

Marital status : Married

Nationality : Indian

Passport no : L7147281

Languages Known. : English,Malayalam

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge.

SEMONE SAJAN

Place: SHARJAH