



# SUJEESH M S

## ASSISTANT SALES MANAGER

Results-oriented professional with demonstrated success in sales, service, and parts within the automotive and auto parts industry. Specializing in aftermarket automotive spare parts export within the Japanese and European truck segments. Highly qualified leadership and customer service abilities with a proven track record in compliance, customer relationships, service, and sales that exceeds factory set goals. Known for a positive attitude amongst his peers while thriving on problem-solving, and exceeding client expectations. Exceptional track record of customer service; tailoring the experience to the client's individual needs while building trusted relationships. Proven ability to excel in an ever-changing environment and strong multi-tasker. Analytical and organized, with success in prioritizing tasks, increasing efficiency, while maintaining excellent communication skills.

### SKILLS



✉ mssujeesh@gmail.com      📞 +91 -6282-118-6 77/ +971-50-691-5168

📍 Manaparambil House, Karackal P.O, Thiruvalla, Pathanamthitta (Dist) Kerala, Pin-689108      📅 24 September, 1985

### PROFILE HIGHLIGHTS

Rich experience and proven history of managing multiple job roles activities. Experienced Assistant Sales Manager with demonstrated record of success as Sales team leader with exceptional relationship- building skills, and motivational approach. Focused Sales professional with proven drive and sales planning abilities.

A professional whose background includes, marketing, sales consulting & management, budget management, event consulting & management, leadership training, customer service, managing projects, networking, and public relations.

Determines customer service requirements by maintaining contact with customers; visiting operational environments; conducting surveys; forming focus groups; benchmarking best practices; analyzing information and applications.

Hard worker committed to help wholesalers achieve desired goals. Build and maintain strong internal and external relationships, strong sales & marketing experience, and providing exceptional service to clients.

Efficient in providing comprehensive support to sales and production teams, ensuring efficient communication. Effectively communicated with clients regarding purchase orders, shipment date and payment terms. Contributed to achieving annual sales targets through proactive engagement and follow up with customers.

### WORK EXPERIENCE

- **Sales Executive**  
Encore precision spares LLC  
09/2022 - 09/2023 Dubai
- **Assistant Sales Manager**  
Rising Auto Parts Pvt Ltd  
12/2018 - 07/2022 Zimbabwe
- **Assistant Sales Manager**  
Poonarti International Pvt Ltd  
06/2013 - 04/2017 South Africa



## EDUCATION

**MBA – Finance**  
Sikkim Manipal  
University (New Delhi)  
2008 – 2010

**B.A – Economics**  
M.G. University, Kerala.  
2003 – 2006

**High school / Schooling**  
Board of Public  
Examination, Kerala  
2001



## LANGUAGES

English  
*Full Professional Proficiency*

Hindi  
*Full Professional Proficiency*

Malayalam  
*Full Professional Proficiency*

Tamil  
*Full Professional Proficiency*



## REFERENCES

Will provide on request.



## RESPONSIBILITIES

- ✓ Extensive experience in European Trucks and Japanese car parts and also in Engine and suspension parts of these trucks and cars.
- ✓ Developing strategies for better workplace efficiency and goal achievements.
- ✓ Involved in email and phone correspondence. Providing direction to staff and monitor spending pattern and budget.
- ✓ Establishing pricing parameters in each customer category that generate enough gross profit to produce a satisfactory profit while maintaining customer loyalty.
- ✓ Analyzing sales, Develops and administers an aggressive wholesale parts program to produce profit. Expenses and inventory monthly to maintain profit goals.
- ✓ Developing and administering an aggressive wholesale parts program to produce profit. Supervising the day-to-day assignments and performance for all management and associates.
- ✓ Dealing with in-coming emails, faxes and posts, often corresponding on behalf of the manager.
- ✓ Planning and preparing work schedules and co-ordinate daily assignments and activities of associates to meet the needs of the business. Communicate with store manager regarding customer service issues and concerns.
- ✓ Maintaining proper cash levels in register drawer. Greet customers and provide enjoyable shopping experience for all the customers. Respond to customer question timely manner.
- ✓ Responsible for control inventory levels by conducting physical counts, reconciling with data storage system.
- ✓ Supervising and guiding the sales team as well as providing incentives to motivate staff to achieve sales targets. Monitoring the performance of the sales team.
- ✓ Ensuring that the store is clean and well-maintained at all times. Building and maintaining good working relationships with customers.
- ✓ Regularly attending sales meetings and training sessions. Ensuring that the store is adequately stocked with company products.



## OTHER WORK EXPERIENCE

T M R Auto Parts (06/2006 – 03/2013)  
*Sales Executive*