



MD SALMAN MIYA

+971505116410

salmanmiya579@gmail.com

DUBAI, UAE, 00000

SUMMARY

A competent professional offering formal education, valuable experience, skills, and attributes for a rewarding role in sales & marketing supervision, documentation, and administration. seeking a challenging opportunity to demonstrate my skills and abilities and attain experience and knowledge in an organization working on a global scale offering scope for career, growth, and professional growth.

SKILLS

- Good communication - written and oral skills
- Excellent conceptual and analytical skills
- Effective interpersonal skills
- Spirits knowledge
- Spirits, wine, and food service
- Cash handling

HOBBIES

- Listening to music, Gaming, Travel, Social causes Foreign languages research & History Theater

SOFTWARE SKILLS

- Word
- Microsoft PowerPoint
- Microsoft Excel
- Microsoft Word

PERSONALITY

- Communicative
- Punctuality
- Creativity
- Organized

EXPERIENCE

Nutri Power Sales & Maintain Kiosk 2yrs | Dubai, UAE

- Kiosk Manager
- Arranging and Stacking The Stocks, Maintaining the Supplements and Protein Bars.
- Handling staff Timings and Shifts
- Stock Inventory
- Maintaining Account Register And Expenses.
- Serves customers by helping them select products.
- Monitoring inventory levels and replenishing stock as needed.
- Greet and receive customers in a welcome manner.
- Responds to customers question.
- Provide outstanding customer service.
- Assists with inventory, including receiving and stocking merchandise.
- Performing regular inventory checks and maintaining a record of the same.
- Coordinating and handling daily operations in a timely manner.
- Identifying and resolving any issues in inventory management and processes.
- Returning and replacing any damaged product

Skillbee Sales & Generate lead (Intern 6 months)

- Handle 90+ calls daily, with duties including signing up new customers, retrieving Customer data, presenting relevant product information & cancelling services
- Trained two new employees in how to use Kayako, enter customer data and Organize customer interaction logs
- Received an average 85% customer satisfaction rating to date, 15% higher than company averages.
- Suggested a new tactic to persuade canceling customers to stay with the company, resulting in a 5% decrease in cancelations.

Volunteers at Saal Events Town Square City Dubai (2020 Feb -2020 Mar)

Volunteers at Splash Lifestyle Centrepoint as Sales Associate (2020 Aug- 2020 Nov.)

Sharaf - Retail Cotton-On- Sales Associate (2019 Oct-2020feb)

Job Roles and Responsibilities

- Assist customers with requests in-store and on the phone
- Demonstrate knowledge of products and services to customers
- Greet customers in a friendly and polite manner
- Keep an eye on inventory levels and restock shelves as needed
- Educate customers about current promotions and advertisements
- Ring up customers at the cash register, take payments, and issue receipts
- Stamp, mark, and tag prices on merchandise
- Contribute to the team's daily sales goals

EDUCATION

2020
CAPITAL UNIVERSITY COLLEGE | SHARJAH, UAE
BACHELOR OF COMPUTING: IT

2017
COLLEGE OF BUSINESS AND SOCIAL STUDIES | BIRATNAGAR, NEPAL
+2: COLLEGE

2015
PEACE ZONE HIG.RES. SECONDARY SCHOOL | ITAHARI SUNSARI, NEPAL
10th: SCHOOL

LANGUAGES

English, English: First Language

English: C1
Advanced

Urdu: C2
Proficient

Hindi: C2
Proficient

Nepali: C2
Proficient