



MAHAMMAD SHAKIR

SALES EXECUTIVE

PROFILE

Enthusiastic and customer-focused Sales Assistant with 6 years of experience in retail environments. Proven track record of exceeding sales targets and providing excellent customer service. Skilled in building relationships with customers to drive repeat business and enhance shopping experiences. Strong communication skills and a passion for helping customers find the right products to meet their needs. Eager to contribute to a dynamic retail team and deliver outstanding sales results.

WORK EXPERIENCE

EMIRATSPETROL STATION, DUBAI

2016-2018

Office Assistant & Office Boy

- Answering and directing phone calls.
- Managing and distributing correspondence, including emails and letters.
- Preparing and editing documents, reports, and presentations.
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SEA HORSE GROUP, DUBAI

2018-2023

Sales Executive & Customer Service and Cashier

- Maintain a clean and organized sales floor to enhance the shopping experience.
- Collaborate with team members to ensure product knowledge and availability are communicated effectively.
- Resolve customer complaints promptly and effectively to ensure customer satisfaction.

LOYAL CITY HYPER MARKET , BANGLORE,

2013-2015

Sales Man

- Provide product information and recommendations to meet customer needs.
- Achieve monthly sales targets through effective upselling and cross-selling techniques.
- Process transactions accurately using POS systems and handle cash, credit, and debit card payments.
- Achieved and exceeded sales targets through effective product demonstrations and upselling techniques.

PERSONAL DETAIL

Sex : Male

Birth : 05/03/1993

Status : Married

Nationality : Indian

Passport No. S8389833

Issue : 05/11/2018

Expiry : 04/11/2028

visa status : Visit Visa

CONTACT

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Deira, Dubai

EDUCATION

PRE-UNIVERSITY EDUCATION-2009

B. COM BACHELOR OF COMMERCE

COMPUTER PROFICIENCY

DATA COMPUTER APPLICATIONS
PEXCEL, POWERPOINT, WORD

SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

LANGUAGES

- English
- Arabic
- Hindi
- Malayalam
- Kannada