



## CONTACT



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Abu Dhabi



INDIAN

## SKILLS

- Team Work
- Time Management
- Leadership
- Verbal & Written Communication

## LANGUAGE

- English
- Hindi
- Malayalam
- Tamil

## COURSE

- Accounting -Tally
- MS Office & Email applications

# SHIJU VAKKADA VISWANATHAN

## SALES EXECUTIVE

### PROFESSIONAL PROFILE

Experienced Retail Sales Merchandiser who oversees the planning of product ranges, sales and stock plans with vendors and buyers. Excels at managing visual product displays to maximize sales and customer interest. Specializes in the analysis of sales during previous seasons to predict upcoming trends.

## WORK EXPERIENCE

### SALES EXECUTIVE

**UNITRA INTERNATIONAL LLC, DUBAI, UAE** 2021 - Present

- Listening to customer requirements and presenting appropriately to make a sale.
- Maintaining and developing relationships with existing customers in person and via telephone calls and emails.
- Scheduling expenditures, analyzing discrepancies between the budget and actual expenses, and implementing corrective measures.
- Maintenance of store condition and visual merchandising standards.
- Receiving new shipments and sorting.

### SALES EXECUTIVE & MERCHANDISER

**ROYAL GULF INTERNATIONAL LLC, DUBAI, UAE** 2020 - 2021

- Meeting with clients virtually or during sales visits.
- Demonstration and presentation of products.
- Establishing new business clients.
- Maintaining Sales records.
- Working towards monthly or annual targets.

### SALES EXECUTIVE (SUPERVISOR)

**ADNOC, DUBAI, UAE** 2015 - 2020

- Greeting customers and assisting them with any queries.
- Reporting complaints to a manager or supervisor.
- Ensuring the store's stock is constantly replenished.
- Helping other staffs as required.
- Managing customer transactions.
- Helping to persuade customers to make a purchase.

## EDUCATION

**Industrial Training Institutes, Kerala, India** 2008 - 2009  
ITI

**HSC (Board of Public Examination), Kerala, India** 2005 - 2007  
Higher Secondary Education

## PERSONAL INFORMATION

- Driving License – Valid UAE Driving license.
- Visa Status – Employment Visa.