



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.