



SUHAIB.S

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Alappuzha, Kerala, India

02 May, 1997

Experienced **Sales Manager and Computer Technical Support** committed to motivating others and offering extensive knowledge penetrating new territories and promoting product lines. Highly effective mentor driven to assess individual and group performance to implement improvements and set goals

WORK EXPERIENCE

Sales Manager cum Computer Technical Support Real Computers

2017 - Present, Alappuzha, Kerala, India

Tasks/Achievements

- Willing to familiarize yourself with the company's vision and mission, seeking to accomplish set goals and objectives.
- Conducting market research and identifying potential clients.
- Cultivating strong relationships with new clients, while maintaining existing client relationships.
- Collating and maintaining client information in the CRM database.
- Working closely with staff across departments to implement growth strategies.
- Developing and implementing sales strategies, client service, and retention plans, and analyzing sales data to inform or update marketing strategies.
- Assist with drafting business plans, sales pitches, presentations, reference material, and other documents as required.

Computer Technician & CCTV Installation Popular Computers

04/2016 - 09/2017, Alappuzha, Kerala

Tasks/Achievements

- Computer spare replacement.
- Printer and other devices installation.
- Windows, Linux and Additional Software installation.
- Assist senior accountants in the preparation of monthly/yearly closings.
- Sales and Accounts Handling.
- CCTV Installation.
- Finance documentation and processing.
- Warranty identification and replacement processing.

KEY SKILLS

Sales processes



Computer service and
Software installation



Product and Service Sales



Goals and Performance



Sales Reporting



Staff Management



Coaching and mentoring



Auditing



Marketing strategy



SOFT SKILLS

Adaptability



Available Upon Request



Flexible & Adaptable



Good listening skills



Leadership



Multitasking abilities



Verbal & written
communication



SOFTWARE PROFICIENCY

MS Office

Word | Excel | PowerPoint

WORK EXPERIENCE

Sales Executive

Sony

2015 - 2016,

Alappuzha, Kerala

Tasks/Achievements

- Led tv and Speakers Sales.
- Demo and installation.
- Customer Complaint Registering.
- Monthly sales reporting.
- Purchase Advising.

EDUCATION

Hardware and Networking

Cisco Networking Academy

2015

Kerala, India

Higher Secondary

Board of Higher Secondary Education

2012 - 2014,

Kerala, India

Secondary

Board of Public Examination

2011 - 2012,

Kerala, India

STRENGTHS & QUALITIES

Commercial Awareness.

Caring about other people.

Collaborating and working well together with others.

Comforting people when they need it.

Conflict management and resolution skills.

Encouraging and inspiring people to do their best.

Flexibility in thinking and operating style.

LANGUAGES

English



Hindi.



Malayalam



Arabic



Tamil



PERSONAL INFO

Nationality : Indian

Gender : Male

Marital status : Single

INTERESTS & HOBBIES



Sports



Fitness



Gardening



Driving



Travel



Music



Movies

DECLARATION

I hereby declare that the above written particulars are true and correct to the best of my knowledge and belief.

Suhaib.S