



PROFESSIONAL SKILLS

Excellent people skills including sound verbal and written communications.

Flexibility in work hours and routinely willing to work overtime when necessary.

Good problem solving skills especially in high-pressure situations.

Ability to handle cash and change

High knowledge of MS office applications, Internet and Data base management

PASSPORT DETAILS

Passport No : V3983820
Issue date : 01/12/2021
Expiry date : 30/11/2031
Visa status : Visit Visa

DRIVING LICENSE DETAILS

License No : 807714
Issue date : 09/07/2008
Expiry date : 07/07/2023
Issue Place : Abu Dhabi
Permitted vehicle: Light Vehicle

MUHAMMED SAAD

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| smuhammadsaads089@gmail.com |
| Abu Dhabi, UAE |

POST APPLIED FOR: SALES EXECUTIVE CAREER OBJECTIVES

To succeed in the carrier which helps me to develop my knowledge achieved through my graduation and to achieve personal as well as organizational goals.

ACADEMIC QUALIFICATION

Academic : Higher Secondary School Education

PROFESSIONAL EXPERIENCE

- ❖ Worked as **DRIVER CUM SALES MAN** with **GUFECO TRADING LLC (TEAPOT EVAPORATED MILK)** from 2018 to 2020, Abu Dhabi, UAE (RESTAURANT AND CAFETERIA)
 - ❖ Worked as **DRIVER CUM SALES MAN** with **GUFECO TRADING LLC** from 2014 to 2018, Abu Dhabi, UAE (SUPER MARKET, GROCERY AND CAFETERIA)
 - ❖ Worked as a **DRIVER CUM SALES MAN** with **AL AIN FOOD STUFF COMPANY** for 01 year. Abu Dhabi, UAE (SUPER MARKET AND GROCERY)
 - ❖ Worked as a **DRIVER CUM SALES MAN** with **ASHIQUE ENTERPRISES**. for 02 years. India (SOAP AND LIQUID)
 - ❖ Worked as a **SALES MAN** in **STATIONARY SHOP** For 03 years. Baniyas, Abu Dhabi, UAE (INDORE SALES)
- generate and qualify leads
 - source and develop client referrals
 - prepare sales action plans and strategies
 - schedule sales activity
 - develop and maintain a customer database
 - develop and maintain sales and promotional materials
 - plan and conduct direct marketing activities
 - make sales calls to new and existing clients

LANGUAGES KNOWN

English - Excellent
Arabic - Excellent
Urdu - Excellent
Malayalam - Mother tongue

INTEREST

Driving
Music

- develop and make presentations of company products and services to current and potential clients
- maintain sales activity records and prepare sales reports
- respond to sales inquiries and concerns by phone, electronically or in person
- ensure customer service satisfaction and good client relationships

PERSONAL INFORMATION

Name : Muhammed Saad

Name of Father : Abdul Hameed

Date of Birth : 30/10/1981

Nationality : Indian

Marital status : Married

Gender : Male

Religion : Islam

DECLARATION

I Hereby declare that above information given is true and best of my knowledge.

MUHAMMED SAAD

