

**RAIS HUSAIN****Mobile No : +91 8266819939****Email : raisaligarian150@gmail.com****Location : [Aligarh ,Uttar Pradesh ,India](#)****OBJECTIVE**

- : Seeking a position that will benefit from my Sales experience, positive interaction skills and industry contacts where my twelve years' experience can improve the sales results.

SKILLS

- : Leadership, Client Acquisition, Client Retention, Team Management, Direct Marketing, Project Management, Public Relations, Territory Management, Pitch Creation, Problem Sensitivity, Customer Relationship Management (CRM), Advertising, Scheduling, Public Speaking.
- : Proactive & Smart planner with expertise in strategic planning, data analytics, business analytics product management, online marketing & budget planning.
- : Business Development, Hardware Trading, Sales & Marketing
- : Computer: Proficient in Microsoft Word, Excel, Power Point, easily access internet.
- : Personal skills: Good communication skills, good analytical skills, good convincing skills, good client handling skills.

WORK EXPERIENCE**Cashier & Manager****Al- Falak Restaurant Aligarh****December 2019 - March 2020**

- : Manage the team and workers.
- : Make customers happy and fulfillment there needs.
- : Excellent verbal communication skills with the ability to interact effectively with customers and staff.

E-Commerce**Uniqrr Technologies Pvt Ltd****August 2021- November 2022**

- : Develop and maintain e-commerce website, including product catalog, checkout process and payment gateway integration.

- :Manage customer service inquiries and complaints.
- :Develop and implement strategies to increase customer loyalty and retention.
- :Manage inventory levels and order fulfillment processes.
- :Create and manage content for websites, including product descriptions, blog post and other marketing materials.

Assistant Manager

National Hand Loom Aligarh

December 2022- February 2023

- : Insert customer and account data by inputting text based and numerical information from source documents within time limits.
- :Compile, verify accuracy and sort information according to priorities to prepare source data for computer entry.
- :Review data for deficiencies or errors, correct any incompatibilities if possible and check output.
- : Research and obtain further information for incomplete documents.
- :Apply data program techniques and procedures.
- :Generate reports, store completed work in designated locations and perform backup operations.
- : Scan documents and print files, when needed.
- : Keep information confidential.
- : Respond to queries for information and access relevant files.
- : Comply with data integrity and security policies.
- : Ensure proper use of office equipment and address any malfunctions.

E-Commerce

Manav traders Pvt Ltd.

March 2023- till date

- :Assisted with standards, technologies and practices for both business-to-business and business-to-consumer.
- :Utilized basic understanding of relationships among market, promotion, customer service, user interaction, inventory control, shipping and ordering information.
- :Processed, packaged and shipped orders accurately.
- :Organized stock/warehouse space and maintained inventory.
- :Portals handler of Flipkart, Amazon and others portals
- :Consignment transfer to other warehouses.
- : Pricing, location and stock changes.

EDUCATION

- : B.COM pursuing at SWAMI VIVEKANAND SUBHARTI UNIVERSITY MEERUT 2024
- : Intermediate 2020, NIOS board, Aligarh, INDIA.
- :High school 2018, CBSE board, INDIA.
- :One year diploma in computer and stenography (DCST) from SISS institute of IT.

PERSONAL DETA

Name : Rais Husain
Marital Status : Married
Nationality : Indian
Date of Birth : 27-02-2002
Languages Known : English, Hindi,Urdu