

# HUSSAIN SOHRABI



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## About Me

I am an accomplished professional with experience in sales, real estate, and HR. As a Service Advisor, I drive customer engagement and sales growth. My previous role as a Real Estate Broker sharpened my negotiation skills and market knowledge, while my experience as an HR assistant enhanced my organizational and recruitment abilities. I am eager to apply my diverse skill set in a dynamic role.

## Experience

### Al Futtaim Lexus Service Center - Dubai, UAE

Service Advisor - Current

- Prepare and process all necessary paperwork, ensuring compliance with dealership policies and legal requirements.
- Deliver exceptional customer service, resolving any issues or concerns promptly to
- Maintain high levels of customer satisfaction and loyalty.

### Casa Vista Real Estate LLC - Dubai, UAE

Telesales Representative - 2023

- Maintained accurate records of calls, sales, and customer interactions in a CRM system.
- Provided information about properties, and real estate services.
- Arranged meetings and property viewings between clients and real estate agents.

### Hesper General Contracting LLC - Dubai, UAE

Human Resources Assistant - 2023

- Assisted with the recruitment process by reviewing resumes and scheduling interviews.
- Assisted in pay roll processing.
- Assisted in ensuring the company complies with labor rules and policies.
- Maintained and updated employees' records

### Amber Homes - Dubai, UAE

Real Estate Broker - 2021

- Identified and engaged potential clients through networking, marketing, and referrals.
- Ensured properties were effectively promoted across various platforms to attract potential buyers.
- Ensured all transactions complied with legal and regulatory requirements.

## Education

High School Diploma - 2019

Philadelphia Private School - Dubai, UAE

## Languages

**Arabic** - Native

**Iranian** - Native

**English** - Fluent

**Urdu** - Speaker

## Skills

- Leadership
- Communication
- Microsoft Office
- Time Management
- Adaptability