



MOHAMMED QUTUB

Customer Service/Sales Consultant

CONTACT



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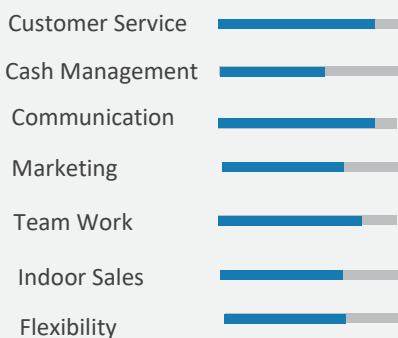


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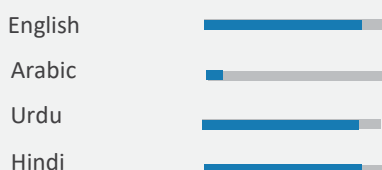


JAM Build- Al Nahda
Sharjah U.A.E

SKILLS



LANGUAGE



<https://www.linkedin.com/in/mohammed-qutub-damudi-594268b7/>

OBJECTIVE

I am a capable and confident individual seeking an opportunity that will make good use of my abilities. I'm looking for an organization that would help me grow with it and increase my knowledge and experience.

ABOUT ME

Rich experience in Customer Service Sales Operation.

Self-motivated to learn new technology and products.

Expert in creating Customer care environment, Team building functions, Inbound and outbound campaign handling, Work force Management and Rosters And Day end report generation.

Creative and innovative with high negotiation skills.

Ability to work independently taking initiative as well as part of a team to meet tight deadlines.

Extensive experience in cold calling for sales development.

Advance knowledge of computer applications that can handle cash registers easily.

Well versed with the Quality and operative standards.

Strong interpersonal and communication skills.

Identify product improvements or new products by keeping up to date track on industry trends, market activities, and competitors.

EXPERIENCE

OCT 2017- JUNE 2019

Sales & Marketing/ Head of Installation

Sanitart System LLC

Industrial Area 4 -Sharjah

Working as a head of installation Products like Kitchen cabinets, Kitchen Work Top, Vanity Counter, Wardrobes and Bathtub etc.

Keeping track of stocks materials and supplying to site as per their requirements.

Ensure safety health and security guidelines are in compliance.

Handling all customer queries, complaint, suggestions.

Take instruction from line manager on installation related issue.

Meeting with clients identify product improvements or industry trends, market activities, and competitors.

Safekeeping of all records.

May 2012 TO Sep 2017

Customer Service – Sales

Galadari Motor Driving Center

Industrial Area 3 Al Qusais

Dubai U.A.E

Provides excellent customer service.

Data entry of all the daily basis documentation.

Promote and maintain positive relations with all customers.

Establishing and maintaining effective communication, coordination and working relation with all departments.

Handle all customer queries as a front desk officer.
Balancing branch cash and dispatching to Head office via messenger.
Promote to customer services and products, via customer education and Cross-Sell referrals.
New Registration for client.
Handling customer queries, educate customer about the service and products.
Follow up with concern departments with RTA etc...
Other assigned duty.

EDUCATION

2009 Bachelor of Commerce (Undergraduate)

Anjuman Arts Science and Commerce College
(Dharwad University Board)
Karnataka-India

2006 Higher Secondary School Leaving Certificate

Anjuman Pre University College
Karnataka Education Board
Karnataka -India

PERSONAL DETAILS

Passport Number	T0661444
Nationality	INDIAN
Marital Status	Married
Date of Birth	Mar-19-1986
Visa Status	Visit Visa
Validity	03-03-2020
Status	Immediately available

Driving License Number	19655147
Place of issue	Dubai UAE
Validity	04/Nov/23

INTERESTE

Social Media > Travelling > Cooking > Games.

DECLARATION

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

Mohammed Qutub
(Applicant)