

SHAHEEN .K



Contact

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PERSONAL DETAILS

Nationality : Indian

Date of Birth : 11/10/1994

Gender : Male

Marital Status: Married

Languages

English – Good

Hindi – Good

Malayalam – Excellent

Arabic -- Good

Passport No : P3230597

Date of issue : 15/09/2016

Date of Expiry : 14/09/2026

Driving License

Date of issue : 12-01-2021

Date of Expiry : 11-12-2027

Place of issue : Abu Dhabi

✓ Summary

Seeking a suitable Position, where my past Experience would be fully utilized in a career opportunity and where make a significant contribution to the success of my employer will be gained me career advancement.

Skill Highlights

- Team work
- Strong decision maker
- Complex problem solver
- Communicative
- Innovative
- Service-focused

Experience

Sales Executive. (2020-2022)

Coffer Pack LLC UAE

- Process sales orders via email and phones, Maintain sales records and compiling
- Daily and monthly reports. Verify orders including customer personal information.
- Contacting clients via phone or email to answer inquiries and obtaining missing information
- Maintaining and updating sales and customer records.
- Expediting orders through internal communication

Sales Executive (2017 – 2019)

Popular Vehicles Pvt India Ltd.

- Selling new and used cars
- Selling insurance and paint protection products
- Demonstrating vehicle to customer and taking them for test drive Involved in advertising and promotional activities

Education

- **Masters in Commerce**

Bharthiar University

- **Bachelors in Commerce**

University of Calicut

- **PLUS TWO**

PTM HSS THAZHEKODE

DECLARATION: -

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

SHAHEEN.K