

KISHORE SREEKUMAR NAIR

D.O.B: 29-03-1995

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Mob No: +971526335223

Nationality: Indian

Visa: Visit Visa (Valid till July 2022)

Passport No: U5215991

Languages Known: English, Hindi, Malayalam, Tamil and Gujarati

**PROFILE**

Well organized, creative, and proven Retail Sales Officer. Experience working with and across sales teams and well as external clients and agencies on creative, editorial, strategic, and tactical levels. Significant negotiation experience. Track record of delivering unique and effective impressive history for the progress of the organization.

WORK EXPERIENCE

TRANSPower SYSTEMS

RETAIL SALES OFFICER (2 YEAR)

Cherthala, Kerala, India

June 2019-July 2021

EDUCATION

Easwari Engineering College, Chennai, Tamil Nadu, India (July 2017 – May 2019)

Masters in Engineering Design (Mech Engineering)

Meenakshi Academy of Higher Education and Research, Chennai, Tamil Nadu, India (Aug 2013 – May 2017)

Bachelors in Mechanical Engineering

ROLES AND RESPONSIBILITY

- Collaborating with sales teams to understand customer requirements and provide sales support.
- Generating high-quality sales leads, following up after initial contact, securing and renewing orders, negotiating prices, completing sales, and arranging deliveries.
- Following up with customers on response to the offers for Purchase Orders,
- Working closely with the technical team to get better understanding of the requirement and hence helping in calibrating the sourcing process.

- Delivering qualitative products within the least time possible. Coordinating with customers, manufacturer, transporters and transit check points.
- Helping customers who have problems with installed products and recommending improved or upgraded materials and machinery.
- Identifying areas for improvement and communicating these issues as well as possible solutions to upper management.

KEY SKILLS

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|-----------------------------|---------------------|
| ➤ Communication | Work Under Pressure |
| ➤ MS Word | Flexibility |
| ➤ MS Excel | Adaptability |
| ➤ Time Management | Leadership skills |
| ➤ Sales Skills | |
| ➤ Decision Making | |
| ➤ Customer handling/Service | |
| ➤ Multi-tasking | |
| ➤ Typing | |

PROJECTS

2017- B.E Mechanical Engineering Project Mechanical Fabrication of Motor Cycle Front Wheel Choke.

2019- M.E Engineering Design Project

Formability and Analysis of different type of Titanium alloy to replace in Medical Purpose.

SUMMARY

I am a Mechanical Engineer Post Graduate; I am a result-oriented individual with an ability to generate high quality leads and convert them into sales. I am looking for an opportunity to prove my skills and serving the client generate sales. I am adept at developing and maintaining detailed administrative and procedural redundancy, improve accuracy and efficiency by achieving company objectives.

DECLARATION

I hereby declare that the above information and particular are true and fair to the best of my knowledge. If you give an opportunity to serve your esteem organization, I will make sure to discharge the duties entrusted in me with full sense and responsibility.

Your Faithful
KISHORE SREEKUMAR NAIR