



# MAYOOR PRASEED

Seeking to use my skills and experience to obtain a good position in sales and marketing domain with a growth-oriented organization.

Email: mayoorpraseed@gmail.com Phone: +971 501203440  
Nationality: Indian

Whatsapp No: +91 7909196657  
Skype ID: Mayoor P

## WORK EXPERIENCE

### **Relationship Manager**

Kotak Mahindra Prime Ltd, Kannur, Kerala

05/05/2021 – 15/11/2021

- Managed all product inquiries for clients and provided direct and indirect solutions.
- Verified client information and assisted in loan closing.
- Maintained knowledge on banking products and distribution to provide optimal service support

### **Teller plus Marketing**

Redha Al Ansari Exchange , Dubai, UAE

04/11/2018 – 15/09/2020

- Provides account services to customers by receiving deposits and loan payments
- Cashing cheques, issuing savings withdrawals
- Examine checks for endorsements and to verify other information such as dates, identification etc.
- Enter customer transactions into computer in order to record transactions and issue

### **Sales Assistant Team Leader**

Al Wafiq Electronics Trading LLC, Dubai, UAE

02/2017 –06/2017

- Helping with training and development.
- Completing paperwork
- Handling complaints (from both staff and customers)

### **Sales Officer**

Kifaf General Trading LLC , Dubai,

01/2016 –01/2017

- Releasing purchase order and following up with supplier for the same
- Checking invoice and process for payment to Head Office
- Creating local purchase advice for accounts department
- Correspondence with local supplier
- Responsibility undertaking for physical stock counting preparing the stock variance report
- Keeping valuable records regarding physical stock count
- Providing reports to management with regards to purchase/Sale/Payment details etc.
- Implementing proper filing system of all documents in a sorted manner

## GROW PATH

### **Sales and Marketing Officer**

Maruthi Suzuki Harcars , Kannur, Kerala

10/2014 –07/2015

- Maruthi Suzuki car sales, Test Drive, Marketing, Advertisements
- Handling marketing sales for the promotion of maruthi driving school

### **Tool Maker**

Shreyas Enterprises Pvt Ltd. Bangalore

09/2013 –09/2014

- Designing and production of various tools and die making

## **AREAS OF EXPOSURE**

- Sales
- Team Management
- Marketing

## **SOFTWARE**

- MS Word
- MS Excel
- MS PowerPoint
- Adobe Photoshop

## **ACHIEVEMENT**

- **Received Gold coin and cash award  
for the best performer**  
– KIFAF GENERAL TRADING  
LLC

## **PERSONAL**

Problem Solving  
Positive Attitude  
Prioritize Workloads  
Willingness to Learn

## **ADDITIONAL DETAILS**

Date of Birth – 27/07/1992  
Languages – English, Malayalam, Hindi, Tamil  
Hobbies – Photography, Travelling, Movies  
Passport No – K9859780

## **DECLARATION**

I do hereby declare that the particulars of information and facts stated here in above are true, correct and complete to the best of my knowledge and belief.

Place: Dubai

Mayoor Praseed