

Hani Abdul Aziz Abu-Holy



Objective:

I am looking for an opportunity to work in a reputed International Organization where I can utilize my skills & Knowledge to their full potential in order to contribute positively to the organization's predominant objectives & Business strategies.

I am a fast learner and ambitious, I would like to take the opportunity to apply my experiences and educational background in a progressive and dynamic organization that appreciates creativity, independence and hard work.

Personal Data

Name : Mr. Hani Abdul Aziz Abu-Holy

Date of birth : 1976

Place of birth : Dubai - U.A.E.

Nationality : Jordanian

Marital Status : Single

Visa Status : Transferable visa

Driving Licence : Holding UAE driving licence

Language Proficiency : 1- Arabic (mother tongue)
2- English (Fluent) Writing , Reading, speaking.

Educational Qualifications

- Diploma in Computer Science from NIT in July 2001
- The International Computer Driving Licence (ICDL) from Al Alson Institute- Ajman 2009
- Finished 3 years in Biomedical Engineering study in Ajman University of Science and Technology (AUST) in 1999

Professional Experience:

A) Customer Relation and Sales

Duration: from May 2015 up to date

Company: Golden Star Marketing

- Selling exhibition space for Governments events and local shows in Dubai and Sharjah
- Handling Corporate events with Sharjah Chamber of Commerce and Trade office
- Selling Advertisement spaces for the Government Directories
- PR and Marketing Content
- Business Meetings and Translation services support

B) Sales & Marketing Executive

Duration: From November 2013- up to March 2015

Company: **Sama Al Itihad Media Publishing Center**

- Locate and contact potential clients to offer advertising services
- Selling Adv spaces and Web banners for my clients Publications and Webpages
- Explain to clients how specific types of advertising will help promote their products or services in the most effective way possible
- Provide clients with estimates of the costs of advertising products or services
- Process all correspondence and paperwork related to accounts
- Prepare and deliver sales presentations to new and existing clients
- Inform clients of available options for advertising art, formats, or features and provide samples
- Deliver advertising or illustration proofs to clients for approval
- Prepare promotional plans, sales literature, media kits, and sales contracts
- Recommend appropriate sizes and formats for advertising

B) Sales Executive

Duration: **From January 2013- Sept 2013**

Company: **Parts World- Arabia Holding Group**

Website: <http://www.partsworld.ae>

Selling Garage Equipments ts and Tools to the Garages and Car Services Centers allover UAE , I succeeded to achieve an excellent revenue over the assigned Target.

C) Fundraising Distributor and Representative (Volunteer)

Duration: **From Jan 2012 up to August 2012**

Company: **RASHID PAEDIATRIC THERAPY CENTRE**

Website: www.rashidc.ae

Having a strong desire to help non-profit groups and Centers to raise the most money possible to acaheive their projects

As a Fundraising Representative I am doing the bellow:

- Make Outbound, Scripted, Fundraising Calls (NO COLD CALLING)
- Meeting the potential donors and convince them to donate and help
- Raise Money for Large, Well-Known, Not-For-Profit Organizations

D) Automotive Sales

- **Self Buisness** - selling and buying used and new cars
- **Duration:** From Jan 2006 untill October 2010

E) Advertising Sales Representatives

Duration: From Jan 2011 untill October 2011

Company: Sada Al Emarat Advertising- Dubai

Responsibilities:

- Sell, sell, sell and meet agreed upon revenue goals
- Build a strong portfolio of the company and sponsors through persistent and effective selling
- Work with the Advertising Director to develop cross-platform ad packages for maximum net revenues
- Maintain assigned account bases while developing new accounts.
- Explain to customers how specific types of advertising will help promote their products or services in the most effective way possible.
- Provide clients with estimates of the costs of advertising products or services.
- Locate and contact potential clients to offer advertising services.
- Process all correspondence and paperwork related to accounts.
- Prepare and deliver sales presentations to new and existing customers to sell new advertising programs, and to protect and increase existing advertising.
- Inform customers of available options for advertisement artwork, and provide samples.
- Deliver advertising or illustration proofs to customers for approval.
- Prepare promotional plans, sales literature, media kits, and sales contracts, using computer.
- Recommend appropriate sizes and formats for advertising, depending on medium being used.

F) Sales Representative

Duration: From *Jan 2005* untill *October 2005*

Company:

Al Audi tent and Metal Industries
Sharjah-UAE
<http://alayditents.com/>

Responsibilities:

- Visiting the prospective buyers and current clients
- Tele Marketing & Sales Calls
- Sales Search (read about new and existing products and monitor the sales, prices, and products of their competitors)
- Present the product to the customers and negotiate the sale
- prepare sales reports
- Handle administrative duties, such as filing expense account reports, scheduling appointments, and making travel plans..

G) Chief Security Officer

Provide a visual security presence to ensure that visitors and patients have a safe experience while visiting the hospitals and ensure that all mechanical systems are functioning properly.

Duration: From *October 2000* untill *April 2003*

Company:

Department of Health and Medical Service
Dubai-UAE
<http://www.dohms.gov.ae>

Responsibilities:

- monitors burglar and fire alarm systems as required
- Communicate with the public, giving directions and responding to inquiries in a professional and courteous manner.
- Maintain focus and awareness within an environment containing numerous distractions, people, and noise.
- Work all of the following: irregular hours and/or shifts, including split-shifts; holidays and weekends; overtime; and extended hours;
- Patrol industrial and commercial premises to prevent and detect signs of intrusion and ensure security of doors, windows, and gates.
- Answer alarms and investigate disturbances.
- Monitor and authorize entrance and departure of employees, visitors, and other persons to guard against theft and maintain security of premises.
- Write reports of daily activities and irregularities, such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.
- Call police or fire departments in cases of emergency, such as fire or presence of unauthorized persons.
- Circulate among visitors, patrons, and employees to preserve order and protect property.
- Answer telephone calls to take messages, and provide information during non-business hours or when switchboard is closed.
- Operate detecting devices to screen individuals and prevent passage of prohibited articles into restricted areas.
- Inspect and adjust security systems, equipment, and machinery to ensure operational use and to detect evidence of tampering.

Skills

Sales and Marketing — Knowledge of principles and methods for showing, promoting, and selling products or services. This includes marketing strategy and tactics, product demonstration, sales techniques, and sales control systems.

Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Communications and Media — Knowledge of media production, communication, and dissemination techniques and methods. This includes alternative ways to inform and entertain via written, oral, and visual media.

Clerical — Knowledge of administrative and clerical procedures and systems such as word processing, managing files and records, stenography and transcription, designing forms, and other office procedures and terminology.

Mathematics — Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications

Organizing, Planning, and Prioritizing Work — Developing specific goals and plans to prioritize, organize, and accomplish your work.

Communicating with Persons Outside Organization — Communicating with people outside the organization, representing the organization to customers, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail.

Thinking Creatively — Developing, designing, or creating new applications, ideas, relationships, systems, or products, including artistic contributions