

CURRICULUM VITAE

DHAMMIKA INDRAJITH
HERATH

Dubai, UAE

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PERSONAL SUMMARY

*A customer focused and articulate individual who possesses a friendly and personable approach along with strong time management skills and the ability to listen carefully to client requirements. **Dhammika Indrajith Herath** has a real thirst to succeed and boasts a demonstrated track record of initiative, creativity and motivation. He has the entrepreneurial spirit required to work in highly flexible, rapidly changing, ambiguous work environments. Having insatiable energy to produce results and being able to quickly build outstanding customer relationships, He would be a valuable addition to any ambitious company. Right now He wants to join a rapidly growing dynamic company that has plans for ambitious growth*

CAREER OBJECTIVES

To secure an appropriate position, this will provide growth opportunities with effective utilization of my skills and experiences also the opportunity to learn more in professional Atmosphere. Looking for a Sales Executive position for utilizing exceptional convincing power and a strong ability to retain customers in order to contribute to the company 's sales goals effectively.

KEY SKILLS AND COMPETENCIES

- ☐ *can create and deliver convincing arguments to an executive audience.* ☐
- ☐ *Ability to manage multiple commercial processes.*
- ☐ *Ability to priorities workload; work effectively under pressure and to tight deadlines.* ☐
- Ability to present, discuss and propose at a senior level* ☐
- ☐ *Solid understanding of business concepts & dynamics for large national and international corporations. Superior time management skills and strong attention to Detail*

EDUCATIONAL QUALIFICATIONS



G.C.E O/L Examination 1983



G.C.E O/L Examination 1987

WORK EXPERIENCE

Company : Darley Butler & Co., Limited

Designation : Sales Representatives

Duration : 3 Years

Company : Asian Electrical & Mineral Industries Limited

Designation : Sales Representatives

Duration : 3 Years

Company : Uni-Walkers Limited

Designation : Marketing Executive

Duration : 1 Year

Company : Central Industries Limited

Designation : Marketing Executive

Duration : 3 Years

Company : Penta Guardian (Pvt) Limited

Designation : Marketing Executive

Duration : 3 Years

Company : Tasty (Pvt) Limited

Designation : Marketing Executive

Duration : 3 Years

DUTIES

Responsible for developing a portfolio of accounts through new business development. Also in charge of looking for bring opportunities and for managing the full negotiation and close process with clients from start through to finish

- ✚ Managing the sales process for new prospects, from initial contact through to closure.
- ✚ Dealing with customer enquiries face to face, over the phone or via email.
- ✚ Contacting prospective customers and discussing their requirements.
- ✚ Achieving all revenue targets & objectives in line with the Area Business Plan & working closely with the marketing team to produce any sales collateral required for the target market.
- ✚ Reporting business trends and area performance to the National Sales Manager.
- ✚ Developing & maintaining successful business relationships with all prospects.
- ✚ Identifying what customers want.
- ✚ Planning and organizing the day to ensure all opportunities are maximized.
- ✚ Developing a full understanding of the business market-place.

PERSONAL & PASSPORT DETAILS

<i>Nationality</i>	: <i>Sri Lanka</i>
<i>Gender</i>	: <i>Male</i>
<i>Place of Birth</i>	: <i>Hingurakagoda</i>
<i>Marital Status</i>	: <i>Married</i>
<i>Languages Known</i>	: <i>English, Japanese & Sinhala</i>
<i>Visa Status</i>	: <i>Visit Visa (Valid 25/11/2021 Up to Three Month)</i>
<i>Passport No.</i>	: <i>N8068590</i>
<i>Date of Issue</i>	: <i>03.12.2018</i>
<i>Date of Expiry</i>	: <i>03.12.2028</i>

I hereby declare that all above information are true and correct to the best of my knowledge and belief.

DHAMMIKA INDRAJITH HERATH