

# Musab Tariq

**A Proficient Sales & Administration Professional**

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- ❖ A seasoned sales & admin professional with multidimensional and international exposure of Six years into domains like sales merchandising, key account management, customer relationship management, business development, designing and implementing aggressive sales strategies for exploring new business opportunities, developing profitable streams of revenues in challenging market environment. Considerably contributed to the revenue generation efforts of the company.
- ❖ Sound Knowledge of SAP MM Module like Material creation, Purchase requisition, purchase order, service entry sheet, GRN, MIRO etc.
- ❖ Instrumental in improving efficiencies of a large number of staff through constant motivation and development and providing excellent working environment
- ❖ Superior product knowledge and technical expertise enable me to convert prospects to reliable customers and retain the existing ones thus broadening customer base by providing personalized services, product support and process management guidance
- ❖ An excellent trainer and mentor, always involved in the development of his staff through T&D by imparting knowledge about latest approaches & techniques on how to upsell, increase the existing sales and customer

## **CORE STRENGTHS AND ENABLING SKILLS**

- ❖ SAP MM Knowledge
- ❖ Customer Engagement & Retention
- ❖ Exceptional Negotiation Skills
- ❖ Sales Management
- ❖ Revenue Generation
- ❖ Retail Sales
- ❖ Business Development
- ❖ Excellent Communication Skills
- ❖ Visual Merchandising
- ❖ Sales Management
- ❖ Microsoft Office

## **PROFESSIONAL EXPERIENCE**

### ***TECNO Mobiles (Dubai)***

#### **Dubai Regional Manger" March 2019- Continue**

- ❖ Managing the day-to-day operations visit the market make visibility of branding
- ❖ Planning and scheduling meetings and appointments with stores managers
- ❖ Managing projects and conducting research and visit sales team promoters in stores
- ❖ Daily sales and overdue payments follow-up Promoter and non-promoters shops
- ❖ Follow up the stocks availability and take new orders
- ❖ Handle the sales Promoter team Train them in market about product knowledge and soft skills
- ❖ Checking prices and contracts are up to date deployed live demo units
- ❖ Reporting monthly weekly sales results to the Country Manger.

**OPPO Mobile (ENDEAVOR ELECTRONICS Trading LLC)**  
**Working as "Area Manger" February 2018 to date.**

- ❖ Managing the day-to-day operations visit the market make visibility of branding
- ❖ Planning and scheduling meetings and appointments with stores mangers
- ❖ Managing projects and conducting research and visit sales team promoters in stores
- ❖ Daily sales and overdue payments follow-up Promoter and non-promoters shops
- ❖ Follow up the stocks availability and take new orders
- ❖ Handle the sales team Train them in market about product knowledge and soft skills
- ❖ Checking prices and contracts are up to date deployed live demo units
- ❖ Reporting monthly weekly sales results to the Region Manger.

**Nokia HMD Global**  
**Working as "Area Manger" October 2016 to date.**

- ❖ Managing the day-to-day operations visit the market make visibility of branding
- ❖ Planning and scheduling meetings and appointments with stores mangers
- ❖ Managing projects and conducting research and visit sales team promoters in stores
- ❖ Handle the sales team Train them in market about product knowledge and soft skills
- ❖ Checking prices and contracts are up to date deployed live demo units
- ❖ Reporting monthly weekly sales results to the Region Manger.

**Samsung Gulf Electronics (Dubai)**  
**Working as "Visual Merchandiser" April 2013- December2015**

**Responsibilities/Accomplishments:**

- ❖ Handling sales team and monitoring their performance in achieving sales target
- ❖ Setting targets for the team and keeping an eye on their day to day progress
- ❖ Visiting multiple power retailers on daily basis and managing and arranging company products on premium location
- ❖ Highlighting products through promotional campaigns
- ❖ Maintaining data sheet for competitors promotion and acting accordingly
- ❖ Providing proper training to staff regarding products and creating healthy relationship in order to motivate them to give their best performance while selling products and running additional incentives for the staff to keep them in high spirits

**Samsung Gulf Electronics Working for Samsung Mobile and Tablets Deployed in Samsung Electronics, UAE**  
**Working as "Sales Executive", March 2011- November 2013**

**Responsibilities/Accomplishments:**

- ❖ Managed outlet efficiently and constantly tried to achieve business objectives and goals set by the management
- ❖ Prepared weekly sales plans to accurately forecast the targets to be achieved
- ❖ Actively interacted with customers and receiving them cordially; anticipate their needs and provided them efficient and prompt services to mitigate their issues and meet their requirements
- ❖ Involved eagerly in direct ABL (above the line) activities by directly interacting with clients on the floor and apprising them as well as demonstrating product features and specification to promote sales
- ❖ An expert in converting future prospects into sure shot deals
- ❖ Regularly maintained competitive intelligence to monitor activities of competitors & customers in the market
- ❖ Negotiated, prepared & finalized bulk orders between the company & clients ensuring a solid business deal
- ❖ Stayed abreast with all market trends and using such information to support business decisions
- ❖ Attended to customer's complaints, queries and providing appropriate guidance
- ❖ accurate record of inventory Maintained

**SAP MATERIAL MANAGEMENT TRAINING, LAHORE, PAKISTAN**

***SAP MM Training***

***Aug 2010 – March 2011***

- ❖ SAP MM Front End knowledge
- ❖ SAP MM Process Knowledge like Material creation, PR, PO, Inventory, GRN, MIRO etc.
- ❖ Experience of supporting various Test phases within projects.
- ❖ Creating and reviewing Functional Specifications
- ❖ Basic MM configuration knowledge.

**MOBILINK GSM, LAHORE, PAKISTAN**

***Team Leader***

***April 2009 - March 2011***

**Responsibilities:**

- ❖ Handling team ensuring to have complete target from each.
- ❖ Development prospects in order to build strategies for achieving business targets.
- ❖ Ensure customer satisfaction through excellent customer quality service.
- ❖ Inspired each and every team member to perform and produce their best.
- ❖ Determined the duties and responsibilities of individuals in a team.
- ❖ Analyzed the individual performance of each team member and motivated them to perform even better.
- ❖ Organized training workshops to improve the performance of the members who were lagging behind in terms of performance.
- ❖ Analyzed the assigned projects and distributed tasks to the members as per their area of expertise.
- ❖ Reported any problem or fault in the project to the project manager or supervisor.
- ❖ Offered solutions to the top management regarding project-related queries.
- ❖ Responsible for Blackberry Phones sales with plan

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**PROFESSIONAL QUALIFICATIONS**

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**University of Punjab Lahore, Pakistan**

- ❖ Bachelor in Arts
- ❖ SAP MM Certification in Process

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**Achievements**

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- ❖ *Got superstar award for Q3(Quarter-3) 2014*
- ❖ *Best sales person for consecutive 2 quarter (Q2-Q3) 2013*
- ❖ *Best team leader award in Mobilink GSM*
- ❖ *Awarded best team for Gitex 2014 (Oct) and Gitex Mini Shoppers for April 2015*

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**Driving License**

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- ❖ *Valid UAE Driving License*

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**Reference**

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*Would be furnished on request*