



ANOOP JOSEPH

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Address

Al Roda Tower 2
Al Nahda
Sharjah
UAE

Postal code

686001

Visa Status

Visit Visa (3 Months)

Date of birth

12-11-1991

Place of birth

Kottayam, India.

Gender

Male

Nationality

Indian

Marital status

Single

SKILLS

Very focused and able to work in an environment where there are frequent interruptions and distractions, Self motivated, Quick learner, Good interpersonal relationship.

Highly motivated and confident Sales Executive over 7 years of professional experience in corporate sales, in-store merchandising, customer servicing cash handling and dealing with stock and deliveries as well as sending out orders.

I have knowledge of the selling process and I fully recognize the human and emotional aspects of buying and selling.

- Responsible for interacting with the clients and solving their queries
- Maintaining the records of customer interactions and follow up with the clients
- Provided feedback of the clients to the concerned departments and authorities so as to improve the services

WORK EXPERIENCE**Sales Executive**

November 2015 – 15th November 2021

Abys Samsung Mobile Distributions, Kottayam

- Performs daily routine of field service work orders using established workforce management system
- Provides coordination of schedules and directs work of Dispatchers in absence of Manager; works closely with Manager to administer the Dispatch function
- Manages technician routes using established workforce management system to ensure customer commitments are met
- Interprets data from the established workforce management system to identify current and potential scheduling problems
- Prepared all sales budgets and forecasts
- Makes suggestions and recommendations to Supervisors and Manager in an effort to continually improve customer service operations
- Maintain and manage a positive work environment by interacting in a professional and polite manner with guests, team members, and management

Hardware & Networking

Sep 2010 - Feb 2012

Oxygen the Digital Shop Kottayam

LANGUAGES

English
Malayalam
Tamil
Hindi

- System Servicing
- Networking
- System Assembly
- Software Installation

INTERESTS

Listening Music,
Travelling,Sports

STUDIES AND CERTIFICATES

Diploma in Computer & Hardware & Networking

2009 - 2010

Govt : POLYTECHNIC COLLEGE, Kottayam

B.Com Co-operation

2012 - 2015

M.G University Kottayam

Higher Secondary School

2007 - 2009

Govt : Model Higher Secondary School , Kottayam

Secondary School

2007

Govt : Model Higher Secondary School, Kottayam.