



*P O box no67082 behind mubarak
center naaba sharjha
Cell no: 0581726906.*

RASHID KHAN
rashidk904@gmail.com

OBJECTIVE:

To work in an organization with dynamic work environment where I can work with people and translate the mission and philosophy of the organization into relevant realities in complete manner.

WORK EXPERIENCE:

1) Adani Wilmar Foods Ltd.

Sales executive

April 2016 to Dec 2017.

JOB PROFILE:

maintaining and developing relationships with existing customers in person and via telephone calls and emails.

*cold calling to arrange meetings with potential customers to prospect for new business.
responding to incoming email and phone enquiries.*

*acting as a contact between a company and its existing and potential markets;
negotiating the terms of an agreement and closing sales.*

gathering market and customer information.

*representing company at trade exhibitions, events and demonstrations.
negotiating on price, costs, delivery and specifications with buyers and managers.*

challenging any objections with a view to getting the customer to buy.

advising on forthcoming product developments and discussing special promotions.

creating detailed proposal documents, often as part of a formal bidding process which is largely dictated by the prospective customer.

liaising with suppliers to check the progress of existing orders.

checking the quantities of goods on display and in stock.

recording sales and order information and sending copies to the sales office, or entering figures into a computer system.

reviewing own sales performance, aiming to meet or exceed targets.

gaining a clear understanding of customers' businesses and requirements.

making accurate, rapid cost calculations and providing customers with quotations.

feeding future buying trends back to employers.

attending team meetings and sharing best practice with colleagues.

2) Bajaj Allianz GIC Ltd.

Sales Officer

Jul 2014 to March 2016.

Job profile:

organising sales visits

demonstrating and presenting products

establishing new business

maintaining accurate records

attending trade exhibitions, conferences and meetings

reviewing sales performance

negotiating contracts and packages

aiming to achieve monthly or annual targets.

Promotional prospects are excellent - progression can be into senior sales roles or into related employment areas such as marketing or management.

KEY SKILLS:

the ability and desire to sell

excellent communication skills

a positive, confident and determined approach

resilience and the ability to cope with rejection

a high degree of self-motivation and ambition.

the skills to work both independently and as part of a team.

the capability to flourish in a competitive environment.

a good level of numeracy.

ACHIEVEMENTS:

*Best Business analyst and performer through out my carrier .
Best in class executive with most number of business lead closeout and excellent
relationship management relations with all level of clients.*

ACADEMIC DETAILS:

<i>MBA Nagpur University (Marketing & HR Management)</i>	<i>I Class</i>
<i>BBA Nagpur University (Marketing Management)</i>	<i>II Class</i>
<i>H.S.C Patna Board</i>	<i>II Class</i>
<i>S.S.C Patna Board</i>	<i>II Class</i>

OTHER QUALIFICATION:

Maharashtra state Certificate of Information technology (MS-CIT)

ACHIVEMENTS & CURRICULAR ACTIVITIES.

Played Cricket up to Distt. Level.

PERSONAL DETAILS:

*Father's Name : Mr Nourez Khan
Marital Status : Single
Date of Birth : 05-01-1991
Permanent Address : Flat no-313,
Vishwakarma nagar,Nagpur-440027,India*

*Leisure Activities : Travelling, listening music and Socilizing
Believes in : Loyalty, Team Work & Constant Learning
Personal Strengths
Adjustability to circumstances,Excellent Communication*

Skills.

Date :

RASHID KHAN