

Ameer Anakkaran  
Mob: +971-54-587-0459  
Email: atameer8@gmail.com



## CAREER OBJECTIVE

To be associated with an organization utilizing my skills to the best of my potential and make learning a continuous, enriching and enjoyable process, trusting in the principle that employees grow with the organization.

## WORK EXPERIENCE

### ▪ Sales Executive

#### **M/s. Ideal Décor-India (2016 – Present)**

- Meet the customers/clients understand their needs; advise them on products and solutions suiting their needs.
- Conduct client's site visits to prepare the customized designs to suit their offices, residential and commercial sites.
- Liaise with the technical team to prepare designs/ layouts and specification and prepare competitive pricing/quotations and negotiate with client them until close the deal.
- Coordinate with technical and delivery team to ensure timely delivery meeting clients satisfaction as per the order
- Coordinate with Finance Dept. to prepare the Invoices, close follow-up with clients for timely payment.
- Maintain close and good relationship clients, and perform proper follow up, if any clients complaints and suggestions

### ▪ Sales Executive

#### **M/s. HAR Cars (Maruti Zusuki) (2015 – 2016)**

- Meet new customers on daily base.
- Give demonstration and presentation of the product and service of the company.

- Give customers assistance by answering their inquiries and other concerns
- Taking appointments from customer and meeting them on scheduled time.
- Forward customer's messages to authorized personnel that will further assist the customer with their concern.

## PROFESSIONAL STRENGTH

- Excellent communication and convincing skill.
- Ability to organize, coordinate, control and implement work related activities.
- Capability of adapting to new environment and to grasp work quickly.
- Ability to cope and work under pressure.
- Have strong sense of responsibility, dedication and ethics.
- Being co-operative with all and having a helpful nature.
- Computer/Technical literacy with extensive software proficiency.

## ACADEMIC PROFILE

- Bachelor of Commerce (B Com)– Kannur University, India
- Higher Secondary Board of Examination (Commerce) of Kerala, India (2010)

## TECHNICAL QUALIFICATION

- Diploma in Office Automation (MS Office)
- Certificate in computerized Accounting. ( Tally, Peachtree)
- Operating systems (Windows Vista, Windows 7 & 8)

## PERSONAL INFORMATION

<b>Name</b>	: Ameer. A.T
<b>Date of Birth</b>	: 21-11-1989
<b>Sex</b>	: Male
<b>Marital Status</b>	: Married
<b>Nationality</b>	: Indian
<b>Languages Known</b>	: English and Malayalam
<b>Visa Status</b>	: Visit

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