

Raihan Islam



Contact

Address:

Ajman, New Industrial Area-1, UAE.

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Languages

- English
- Hindi
- Bangla

Hobbies

- Reading Story
- Traveling
- Watching movies
- Listening motivational speech

Achievements

Come up with a new idea that improve things.

Summary

Looking for a challenging position where can make a difference by using skills and utilizing work experience. A meticulous and organised individual an entry level position in the field of marketing & store management. Skilled at developing reports, analyzing data and identifying solutions. Strong ability to handle complex projects. Innovative, creative and willing to contribute ideas and learn new things.

Skill Highlights

- Store management
- Understand basic regulation
- Ensure operations are run smoothly.
- Communicate & relate effectively.
- Safety & health practise
- Service-focused.

Experience

Office Assistant – 20th April 2022- 20th August 2022

Road Technical Services LLC (UAE)

- Managing filing system.
- Recording information as needed.
- Greeting clients and visitors as needed.
- Updating paperwork, maintaining documents, and word processing.
- Helping organize and maintain office common areas.

Intern Store Assistant – 1st Feb 2022- 19th April 2022

Al Ain Flour Mills LLC (UAE)

- Maintain a fully stocked store.
- Maintain outstanding store condition and visual merchandising standards.
- Updating stock levels in the inventory system.

Corporate Sales Officer– March 2019 to Dec 2021

Abul Khair Group

- Meeting with clients virtually or during sales visits.
- Demonstrating and presenting products.
- Establishing new business.
- Maintaining accurate records.
- Negotiating contracts and packages.

Cashier (Super Market) – Jan 2015 to Dec 2018

ACI Logistics Ltd. (Bangladesh)

- Monitored self-check out systems and provided assistance or intervention where required.

Education

BA Hons. (Bachelor of Arts): **Apparel Merchandising** - 2016
Shanto-Mariam University of Creative Technology,
Bangladesh.