



## Niyas Nazer

**in** @nyasck

*A highly energetic and organized professional with almost 4 years of work experience in the field of sales, marketing and project coordination. I am an astute problem-solver it comes to obstacles I haven't faced before.*

✉ nyasck9@gmail.com  
📍 Dubai, UAE  
📅 Date of birth 05/02/1993  
🇮🇳 Indian  
☎ +971 529743904

### Skills

**MS Office**

**Good Sales Ability**

**Creative Thinking**

**Client Acquisition & Client Retention**

**Team Leading**

### Languages

**English**



**Arabic**



**Hindi**



**Malayalam**



### Interests

**Travel**

**Photography**

### Work experience

Since March  
2021

#### Telesales Agent

**Du Head Office (Channel Partner : Jumbo Electronics)**

Dubai, United Arab Emirates

Roles & Responsibilities:

- Contact potential customers to inform them about the products and services.
- Enter and update customer information in the database.
- Respond to complaints from customers and give after-sales support when requested.
- Receive and convert incoming inquiries to achieve targets and maximize revenue.
- Tailoring products according to the client needs.
- Keeping long term relation with the clients by giving the supports and helps on time.-

From November  
2019 to  
February 2021

#### Telesales Agent

**Du Head Office (Channel Partner : Ashtel Marketing)**

Dubai, United Arab Emirates

Roles & Responsibilities:

- Contact potential customers to inform them about the products and services.
- Enter and update customer information in the database.
- Respond to complaints from customers and give after-sales support when requested.
- Receive and convert incoming inquiries to achieve targets and maximize revenue.
- Tailoring products according to the client needs.
- Keeping long term relation with the clients by giving the supports and helps on time.

## Work experience

From August 2017 to September 2019	<p><b>Sales Executive</b> <b>Etisalat (Channel Partner : Otron Electronic trading LLC)</b> Dubai, United Arab Emirates</p> <p>Roles &amp; Responsibilities:</p> <ul style="list-style-type: none"><li>▪ Escalating new customers with relevant requirements and providing the best solution according to their needs and satisfaction.</li><li>▪ Providing corporate sim cards and internet for small &amp; medium businesses.</li><li>▪ Handling corporate clients with their documentation and processing requested services form.</li><li>▪ Provide training to the clients on various new digital services such as BIAB, M2M control centre, A2P, and M-cashier, etc.</li><li>▪ Successfully resolving client's queries.</li></ul>
From November 2016 to June 2017	<p><b>Project Coordinator</b> <b>Al Eissa Tents &amp; Awnings</b> Dubai, United Arab Emirates</p> <p>Roles &amp; Responsibilities:</p> <ul style="list-style-type: none"><li>▪ Estimation of a material quantities with associated costs.</li><li>▪ Communication with fabricators and the planning department to understand schedule timing, and ensure the production team is in line with the scheduled timing.</li><li>▪ Ensuring the production is going on as per the accurate drawing and measurements.</li><li>▪ Preparing and submitting work permission papers related to the project to the government for approval.</li><li>▪ Communicating with government agencies and local authorities.</li><li>▪ Responsible for all production activities.</li><li>▪ Creating the schedule for the project and ensure that the project will be completed along the baseline and on the required date.</li><li>▪ Ensure that all works on the site are implemented and completed as per the approved drawings.</li></ul>

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## Awards & Recognition

2019	<p><b>Best sales achiever three times in a row</b> <b>Otron Electronic LLC</b> Dubai, United Arab Emirates</p>
2017	<p><b>Best Team leader of the year</b> <b>Al Eissa Tents &amp; Awnings</b> Dubai, United Arab Emirates</p>

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## Education

**Bachelor Of Business Administration**