



Date of Birth : 07/04/1993  
Status: Single  
Nationality: Indian  
Passport: S8975588

### Languages known

English  
Malayalam  
Tamil  
Hindi

### Skills & Interests

MS Office, , Interpersonal  
Communication , Team Player,  
Adaptive

Music, Fitness, Literature

### Contact

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# ATHUL SHAJU

SALES & PROCUREMENT PROFESSIONAL

## EXPERTISE & QUALIFICATIONS

**St Thomas College, Thrissur (2011 – 2014) - B.com**

**Shaw Academy (2019 – Current) -Diploma in Digital Marketing**

**C4C Technologies LLC – Sales and Procurement Executive,  
Dubai (Jan 2020 – May 2020)**

- Conduct market research to identify selling possibilities and evaluate customer needs
- Actively seek out new sales opportunities through cold calling, networking and social media
- Set up meetings with potential clients and listen to their wishes and concerns
- Prepare and deliver appropriate presentations on products and services
- Create frequent reviews and reports with sales and financial data
- Ensure the availability of stock for sales and demonstrations
- Participate on behalf of the company in exhibitions or conferences
- Negotiate/close deals and handle complaints or objections
- Collaborate with team members to achieve better results
- Gather feedback from customers or prospects and share with internal teams

**Chemmanur industries of plastics and dies-Assistant Manager  
Procurement and sales (2017–2019)**

- Set and enforced policies focused on increasing team productivity and strengthening operational efficiency.
- Increased sales revenues by 54% over 1 year by promoting complementary products and educating customers about

store promotions.

- Established and optimized schedules to keep coverage and service in line with foretasted demands.
- Submitted reports to senior management to aid in business decision-making and planning.
- Assessed job applications and made hiring recommendations to bring in top candidates for key vacancies.
- Offered hands-on assistance to customers, assessing needs and maintaining current knowledge of consumer preferences.
- Managed inventory control processes to restore back stock, control costs and maintain sales floor levels to meet customer needs.

**Karthika Bakes - Business owner** (2014–2017)

- Set enforced and optimized internal policies to maintain efficiency and responsiveness to demands.
- Put together realistic budgets based upon costs and fees for effectively operating business.
- Stayed current with market trends to determine optimal pricing of goods and services and to capitalize on emerging opportunities.
- Conducted target market research to scope out industry competition and identify advantageous trends.
- Used print strategies such as newspaper ads, business catalogs and marketing brochures to bring in and capture new customer business.
- Devised, deployed and monitored processes to boost long-term business success and increase profit levels 85%.