# SHEBIN ALI M

INTERIOR DESIGNER CUM MARKETING EXECUTIVE



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🛍 🛛 Al Majas, Sharjah, UAE

#### CAREER ABRIDGEMENT

To achieve a challenging position in a professional organization through self improvement by excelling in all responsibilities with sincere hard work, dedication & commitment. To work towards the development of the organization & grow with it.

#### ACADEMIC CREDENTIALS

- BA. English | 2011
  University of Bharathiyar
- Diploma In Interior Design Grafx | 2012

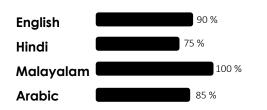
#### **CERTIFICATION COURSE**

Course on Sketchup | 2019
 Cadd Centre Training Services, Pattambi

#### **COMPUTER PROFICIENCY**

MS Office	$\star \star \star \star$
3D modelling	****
AutoCAD 2010	****
Sketch Up	****
Internet & Email	****
Visualization &	****
Animation	

#### LANGUAGES KNOWN



#### **EMPLOYMENT CHRONICLE**

#### INTERIOR DESIGNER CUM MARKETING EXECUTIVE AXIS HOUSE FOR MODERN KITCHEN, RIYADH, K.S.A June 2012 – Jan 2021

#### KEY RESPONSIBILITIES

- Construct attractive designs and layouts for various projects.
- Communicate online effectively with client, vendors and team in order to address client's needs.
- Prepare presentations (3D, 2D, mock-ups and renderings) for clients.
- Create quotes for clients and ensure full workflow is followed
- Set a timeline for the completion of an interior design project.
- Maintain industry knowledge in order to stay relevant.
- Negotiate fees and set schedules for the project.

#### **KEY SKILLS**

- Knowledge of customer service methods.
- Good interaction abilities and Professional display.
- Excellent attention to details
- Ability to work in multi-cultural environment.
- Ability to solve working problems.
- Communication Skills & Interpersonal Skills

#### PERSONAL DOSSIER

- COMMUNICATION Interpersonal skills verbal, problem solving and listening skills in any administrative role.
- SERVICE Having a customer focused approach Skills include Patience, Attentiveness and a positive language.
- ORGANIZATION Helping others, organizing a to-do list.
  Prioritizing tasks by the deadline for improving time management.
- MANAGEMENT- Management skills to direct others and review others performance.

#### **INTERESTS**

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Songs

#### æ Travelling

## REFERENCE

Available upon request

Reading

## PERSONAL DOSSIER

Gender	: Male
Date of Birth	: 31-05-1991
Nationality	: Indian
Marital Status	: Married

#### **PASSPORT & VISA DETAILS**

Passport No.	: U 5196513
Date of Expiry	: 23-02-2030
Visa Status	: Visit Visa
Visa Expiry	: Apr 2022

#### DECLARATION

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the abovementioned particulars.

SHEBIN ALI M