

SHEBIN ALI M

INTERIOR DESIGNER CUM MARKETING EXECUTIVE



+971 563899198

✉ shebinali825@gmail.com

📍 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	★★★★★
3D modelling	★★★★★
AutoCAD 2010	★★★★★
Sketch Up	★★★★★
Internet & Email	★★★★★
Visualization &	★★★★★
Animation	

LANGUAGES KNOWN

English	<div><div></div></div> 90 %
Hindi	<div><div></div></div> 75 %
Malayalam	<div><div></div></div> 100 %
Arabic	<div><div></div></div> 85 %

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



Songs



Reading



Travelling

REFERENCE

- Available upon request

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 above-mentioned particulars.

SHEBIN ALI M