



**TOOVIN WILSON**

Business development manager with 2.7 Year India Experience

D.O.B: 03.04.1997

Nationality: India

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Edit with WPS Office

## OBJECTIVE

I want to improve my knowledge and build new skills by working in UAE . And my personal dream is to work in UAE, because I want to know every think about UAE because I know in UAE work is not so easy and I love to take that opportunity and I just on daily basis work with my dream to complete it by my knowledge and my skills.

## PROFILE

© A BUSSINESS DEVELOPMENT MANAGER with 2.5 years experience in Import/Emport .

© Possesses valuable experience of working with customers.

© Adept at handling costumer grievances and people management.



## WORK EXPERIENCE

### 2.7 YEARS OF PROFESSIONAL EXPERIENCE

#### BUSSINESS DEVELOPMENT MANAGER

EL EF GLOBAL TRADING PVT LTD

Maharashtra , India

#### RESPONSIBILITIES AND ROLE DETAILS

Ø Able to deliver an exceptional customer service, processing transactions smoothly and professionally.

Ø Attention to details, taking responsibility to carry out checks for any fraudulent activities.

Ø Responsible for dealing with all costumers transactions, with full protection.

Ø Experience in dealing with customers with full coordination.

Ø Process all inter company payments

Ø Handling all cashier related equipment from customers.

Ø Balancing cash in the till with delivery stock.



## SPECIALIZED SKILLS

- Ø Regularity in working with in specific time.& ability to seek advice.
- Ø Having self-confidence & enthusiasm.
- Ø Good communication skills with fluent .
- Ø Expert in managing people in different situation.
- Ø Able to work productively and instinctively with good initiative.
- Ø Strong team player.
- Ø Exceptional organization abilities.
- Ø Ability to review and resolve all unallocated payments.

## EDUCATION

Bachelor of Computer Application ,Calicut University.



Thrissur,Kerala, India

2015-2018

Vocational Higher Secondary School

Thrissur,Kerala,India

2013 -2015

## LANGUAGES

English - Good command on reading ,writing ,and speaking.

Malayalam - Good command on reading ,writing ,and speaking.

## OTHER INTEREST

Meditation ,Reading Book, Playing Football, Swimming



Pool.

THANKS

Toovin Wilson

