



MOHD ARSHAD KHAN SALES EXECUTIVE



Mumbai, India



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2 + Years' Experience



SKILLS & STRENGTH

- Excellent skills in marketing and business development
- Experienced in merchandising and managing sales in various retail outlets and international brands
- Have a track record of getting results and generating sales and improve the service offered
- Able to identify and develop new business opportunities
- Exceptional communication skills
- Good time management skills
- Able to work under pressure and with no supervision at all
- Skilled in various computer programs in sales and marketing
- Eloquent and comfortable when delivering presentations.
- Ability to work independently.
- Excellent observation skills.
- Superb written and verbal communication skills.

I am a sales-oriented professional with expertise in client relationship management, customer satisfaction and retention, and people management. I possess astute business knowledge, and I have experience contributing to strategic planning while delivering improvements in processes, productivity, and costs.

In all the roles that I have held, I have fostered strong relationships with customers and strategic associates. I exceeded all my targets. I simultaneously gained respect from staff and management through effective communication and liaison.



CORE COMPETENCIES

- **Persuasive speaking**
- **Communication skills**
- **Active listening**
- **Sales skills**
- **People skills**
- **Customer service**
- **Interpersonal skills**
- **Negotiation**
- **Time management skills**
- **Organizational skills**
- **Problem-solving and critical thinking**



EDUCATION

- **Sir M Visvesvarya institute of management studies, India**
Post graduation diploma in marketing
- **Dr Ambedkar college of commerce and economic**
Master of commerce in Advance accountancy
- **Dr ambedkar college of commerce and economics, India**
Bachelor of commerce



DOMAIN SKILLS

- Listening to what customers want and helping them find the perfect product for their needs.
- Constantly building product knowledge and delivering this knowledge in engaging ways.
- Setting up attractive product displays and promotional booths.
- Delivering presentations and demonstrations to customers and other stakeholders.
- Engaging in meaningful interactions and building good relationships with customers.
- Distributing samples and providing feedback for improvement to the management team.
- Can Build business by identifying and selling prospects; maintaining relationships with clients.
- Identifies business opportunities by identifying prospects and evaluating their position in the industry; researching and analysing sales options.
- Have ability to sell products by establishing contact and developing relationships with prospects; recommending solutions.
- Have skills to maintain relationships with clients by providing support, information, and guidance; researching and recommending new opportunities; recommending profit and service improvements.

COMPUTER SKILLS

- Excellent In M.S Office
- Advance excel, word etc
- Excellent Skills to manage Windows/DOS
- Good Typing Speed



PERSONAL INFORMATION

- Nationality
Indian
- Gender
Male
- Marital Status
Single
- Languages Known
English, Hindi, Marathi
- Date of Birth
23/06/1992

ACHIEVEMENTS

- **Re-organized something to make it work better**
- **Identified a problem and solved it**
- **Come up with a new idea that improved things**
- **Developed or implemented new procedures or systems**
- **Worked on special projects**
- **Increased revenue or sales for the company**
- **Contributed to good customer service**

MAJOR ROLES IN COMPANY & PROJECT

KEIKAKU INDIA PVT LTD(MINISO),India **STORE STAFF (March 2018 – Jan 2019)**

- Serves customers by helping them select products.
- Drives sales through engagement of customers, suggestive selling, and sharing product knowledge.
- Greets and receives customers in a welcoming manner.
- Responds to customers' questions.
- Directs customers by escorting them to racks and counters.
- Provides outstanding customer service.
- Documents sales by creating or updating customer profile records.
- Manages financial transactions.
- Processes payments by totaling purchases, processing checks, cash, and store or other credit and debit cards.
- Alerts management of potential security issues.

Success Triangle an initiative of Livewire Training services Pvt Internship (1 Dec 2017 to 31 Dec 2017)

- Data entry, filing, spreadsheet management
- Attend Meetings and Concerts with Operations Department
Assist in Concert Duty (exact concerts depending on schedule)
- Communicating with upper management to develop strategic operations goals.
Developing strategic long-range plans to achieve strategic objectives.

N.M FABRICS,INDIA

SALES EXECUTIVE (Jan 2016 to Feb 2018)

- 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
- Research and recommend prospects for new business opportunities
- Research and analyze sales options
- Build and maintain relationships with clients and prospects
- Stay current with trends and competitors to identify improvements or recommend new products