



ANIL KUMAR

CONTACT NO:

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ADDRESS IN UAE:

Sharjah – U.A.E.

CURRENT VISA STATUS

Visa Status : Employment

POST APPLIED FOR :

MARKETING RELATION EXECUTIVE

PROFESSIONAL OBJECTIVES

A Capable, confident and ambitious, with excellent inter personal and communicative skills. The ability to mingle with people and swift learning are my hallmarks. I am able to create enthusiasm in teams. I am a responsible person and keen in observing things. I believe that mostly everything can be achieved in life with the right attitude and that is what helps me to undertake challenges. I am an optimistic person who learns things very fast.

POSITIVE TRAITS

- **Ability to work a Highly Motivated Team Environment.**
- **Good Analytical and Problem Solving Skill.**
- **Positive Outlook and open-minded approach.**
- **Appetite and interest to learn continuously and my Inter-personal skill.**
- **Flexibility & Hard working and Sincere & honest.**

PERSONAL DATA

Name : ANIL KUMAR

Nationality : Indian

Sex : Male

Marital Status : Married

Passport No : X6560799

UAE DRIVING LICENSE

- **LMV**
- **Two-Wheeler**

EDUCATIONAL QUALIFICATION

- Pre-Degree: Kerala State India
- S.S.L.C. Kerala state board education
- I.T.I. in Electrical
- Completed certificate course in MS Office & Symex

WORKING EXPERIENCE

1) Organization: FEDERAL EXCHANGE – SHARJAH – U.A.E.

Designation: Marketing Relation Executive

Duration: November 2021 to till date

- WPS Customer Cheque collection
- Customer meetings and tele marketing
- WPS Sales and customer service

2) Organization: AL AHALIA MONEY EXCHANGE BUREAU- DUBAI – U.A.E.

Designation: Marketing Relation Executive

Duration: 2016 to 2020

Duties:

- Foreign currency collection
- Marketing various products & services
- WPS Sales and customer service
- Cheque collection and deposits
- Customer meetings and tele marketing

3) Organization: COLOR TONE PRINTING PRESS – DUBAI – U.A.E.

Designation: Marketing Relation Executive

Duration: 2010 to 2014

Duties:

- Documents delivery
- Cheque collection and deposits
- Supporting telephone operator

4) Organization: HOME APPLIANCE – INDIA

Designation: Marketing Relation Executive

Duration: 2006 to 2009

- Marketing support
- Greeting customers
- Supporting telephone operator

SYSTEMS & IT PROFICIENCY

- MS Office
- Symex

LANGUAGE KNOWN

English, Hindi, Tamil, Malayalam (Read, Write & Speak)

PERSONAL SKILLS

- Good leadership qualities
- Ability to handle multiple tasks with good time management
- Good communication and presentation

DECLARATION

I here by the above mentioned statements are true and correct to the best of my knowledge and belief.

ANIL KUMAR