



MOHAMMAD ARSHAD

SUMMARY

A dynamic, result oriented professional with more than 5 years of experience in Sales, Business Development, and Customer Service. I held the position of Sales Associate and Cashier at Affordable Fashion LLC in Dubai, UAE.

EXPERIENCE

Jan 2023 – Feb 2023

Sales Executive, Quick Way Government Transaction, Dubai, UAE

- Build relationship with clients.
- Maintain and expand client database.
- Reach out to existing and potential customer to present our services.
- Contact potential customer through, cold calling, phone calls and emails.
- Generating and maintaining sales lead.
- Close sales, Meet all sales quotes.
- Communication with customer to understand their needs.

Mar 2019 – Sep 2021

Sales Associate cum Cashier, Affordable fashion LLC, Dubai, UAE

- POS Handling
- Cash drawer and Cash Handling
- Manage transactions with customers using cash registers.
- Scan goods and ensure pricing is accurate.
- Collect payments whether in cash or credit.
- Issue receipts, refunds or change.
- Redeem stamps and coupons.
- Cross-sell products and introduce new ones.
- Resolve customer complaints.
- Greet customers when entering or leaving the store.
- Maintain clean and tidy checkout areas.
- Handle merchandise returns and exchanges.

Jun 2018 – Jan 2019

Customer Relationship Executive, Max Fashion, Landmark Group

- Greet and direct customers.
- Handling showroom walking customers.
- Answers customers question about specific products and services.
- Cross-sell products and introduce new ones.
- Resolve customer complaints.
- Manage returns of merchandise.
- Inform customers about discounts and special offers.
- Provide customer feedback to the store manager.

OBJECTIVE

To become a successful Sales Management professional by using and enhancing my skills, and to be a part of an organization that utilizes my potential to the best possible extent.



Dubai, UAE



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Passport no: M4468173
Valid until: 14/12/2024



Valid until: 10/03/2024

Jul 2015 – Dec 2016

Showroom Sales Officer, Shoezies Trading LLC, Dubai, UAE

- Handling showroom walk-in customers
- Maintain close relationships with clients.
- Meet and Greet customers
- Provide proper product information and handle all kinds of queries.
- Inform about product warranty.
- Invoicing and delivery.
- Managing showroom sales and operations.
- Managing and utilizing showroom space for attracting displays.
- Maintaining an atmosphere of service excellence.

Oct 2013 – Apr 2015

Showroom Sales Officer, Big Bazaar Hypermarkets, UP, India

- Handling showroom walk-in customers
- Meet and Greet customers
- Inform about product warranty
- Invoicing and delivery
- Managing showroom sales and operations
- Managing and utilizing showroom space for attracting displays
- Maintaining an atmosphere of service excellence

EDUCATION

- Bachelor of Commerce from Aligarh Muslim University (Correspondence) in 2013.
- Intermediate from Allahabad Board in 2009.
- Diploma in Computer Application.

SKILLS

- Communication
- Customer Service
- Cashier
- Sales
- Retail Sales
- Teamwork