



SYED MOHAMMED JAMAL

syedsm92@gmail.com
+971542971658

Dubai, UAE.

Summary

To ensure work efficiency with my utmost honesty, sincerity and efficiency. thereby using my potential and level of expertise in growing up along with the organization. Goal oriented and accomplished in rapidly driving growth and revenue.

Experience

ADNOC DISTRIBUTION

CASHIER CUM SALES

01-04-2021 - 15-04-2024

- Welcome customer by greeting them; offer them assistance.
- Advise customers by providing information on products.
- help the customer make selections by building customer confidence.
- Document sale by creating or updating customer profile records.
- Issue bills, maintaining cash and the daily sales report.
- take stock every week and updating it on stock sheet.
- Arrange products in proper place of display.
- Manage and support for individual customer in customer relationship management.
- Identify power users or high value customers for special deals

TRANSGUARD CO

CUSTOMER SERVICE EXECUTIVE

25-04-2017 - 10-10-2020

- Routinely greeted passenger and handled processing procedures.
- Made in person and online reservation for passengers.
- Worked to address customer service issues and sought positive resolutions.
- Responded to customer enquiries in person, online and on the phone.
- Maintaining customers focus on all times and answering to customer's enquiries using standard guidelines.
- Developing and Monitoring new staff to satisfy customer service requirement.
- Assisting in improving and monitoring procedures and process to ensure the cost effective and the most effective service.

Education

Karnataka University Dharwad

BACHELOR OF COMMERCE(B.COM) -

Skills

- ❖ Team player
- ❖ Time management
- ❖ critical thinking
- ❖ Handling pressure

Language

Arabic
English
Hindi
Urdu

Technical Skills

Customer relationship management(CRM)

MS Excel

Zohobooks

Hubspot

Reference

Already resigned and duty stopped.I can join immediately as per company requirement.