



ABDELRAHMAN SAAD MAHMOUD

Present Address:

Dubai, UAE

Mobile: +971564700339

Valid Egypt driving License

Visit Visa expire 01-01-2023

Passport Details:

Nationality Egyptian

Mail ID Abdelrahman.sa3d97@gmail.com

Date of Birth 22/06/1997

OBJECTIVE

Seeking a position in operation industry where my extensive experience will be further developed and utilized. I aim to reach my full potential and further my growth with your team that will factor in the firm's advancement.

PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

Sales Representative (Alexandria – Egypt) 2015 till 2019

Al-Fath Foodstuff Company

Job Responsibilities

- . Sell products to customers and help them provide products, services and goods that meet their needs and desires
- . Conclude sales agreements, contracts and deals with customers and agree with them on the dates of delivery of goods
- . Follow up all products and services provided by the company on a regular basis
- . Preparing a special schedule to organize the dates of receiving requests from customers and delivering them to them.
- . Constantly tweaking presentation content based on sales feedback
- . Focus sales efforts on studying the current size and future size of agents

- . Keep the management department informed of all sales movements and processes by preparing and submitting reports to them such as daily call reports and weekly, monthly and annual work plans.
- . Monitor the behaviors of competing companies and study the labor market by collecting information about the current market about prices, new products and marketing method.

- **Cashier (Desouq – Egypt)** **2019 till 2021**

- . Receiving money from customers and clients.
- . Operate and use the scanning device, the cache device and all the electronic devices in the place.
- . Ensure the correctness and accuracy of prices and quantities of goods and merchandise.
- . Scanning goods and merchandise.
- . Receiving customers, welcoming them, helping them, answering their inquiries and . . . providing them with information.
- . Maintain the cleanliness and order of the place responsible.
- . Make a final inventory of the incoming and outgoing funds at the end of the day or the beginning of the next day.
- . Follow up on exchanges and returns for any product.
- . Packaging the goods in a safe and correct manner.
- . Issuing invoices and giving each customer his purchase invoice when the rest of the money is returned to him.
- . Keep documents and invoices for sales and expenses and keep the documents in their own files.

SKILLS & OTHERS

Proficient in:

- Proficient in **MS Office Package User i.e. PowerPoint, Word & Excel.**

Thrust Area/Strength

- **Very good command in oral and written English / Arabic (Native language)**
- Dedicated worker with confidence to carry out assigned tasks.
- Excellent interpersonal and communication skills with outstanding customer/patient service orientation.
- Appreciative of details, eager to learn new skills and ideas.

SUMMARY

An accomplished Executive whose excellent communication and analytical skills have led to heightened responsibility in any Service driven Industry. Flexible in attitude yet firm in the desire to create a positive and successful workplace. Seeking a contract or permanent position in which I can provide my expertise and forge new business relationships.

EDUCATION & QUALIFICATION

Business Administration

Workers University, Kafr El-Sheik

Additional Qualification

ICDL course (2012), ETC Systems and Information Centre, Egypt.