

# MOHAMMAD TAUSEEF

RETAIL SALES EXECUTIVE



## CAREER OBJECTIVE

**Accomplished Sales Representative** with Positive, Passionate and persistent Attitude. With an experience of 8 + years working in the sales environment. My knowledge and skills as a sales person and set me a part of success.  
“Difference between a great career and merely good one can come down to one simple thing: the willingness and ability to take intelligent risks”

## EXPERIENCE

### RETAIL SALES EXECUTIVE

1. Currently working with **SAS Hyundai as a Show room Retail Sales Executive in INDIA.**
2. Worked with **Motor city outlet of NISSAN in BAHRAIN** from 16<sup>th</sup> Sep 2019 up to 31<sup>st</sup> Dec 2023 as a Position of **Show room as Retail Sales Executive.**
3. Worked with **BAHRAIN AUTOMOBILE outlet of TOYOTA** and from 1<sup>st</sup> Jul 2015 up to 1<sup>st</sup> Aug 2019 as a **Retail Sales executive.**
4. Worked in **BIN-DAWOOD Clock Tower Makkah as a Retail Sales Executive.** From 17<sup>th</sup> June 2011 up to 31<sup>st</sup> Dec 2014.
5. Worked with **PR Hyundai as a Showroom Retail Sales Executive in INDIA** from 2009 Feb 1st up to 2011 March 25<sup>th</sup>

## ADDITIONAL SKILL

- *Quick find out what the customer is looking for and how much they want to spend*
- *Showing vehicles to the customer and explaining the features to them*
- *Proactively communicate key issues to senior managers and the corporate management team*
- *Communicate with customers via email, telephone, and in person*
- *Quickly gain knowledge of a new product or market and the competitions in it*
- *Monitor sales performance metrics and provide regular reports to senior management*
- *Present sales revenue and expenses reports and realistic forecasts to the management team*
- *Schedule attend and manage sales interactions with customers*
- *Completing all the administration from relating to car sale, such as vehicle registration and tax, insurance etc.*
- *Liaise with mechanics and the service department on behalf of a customer.*
- *Provide successful working within tight deadline and fast-paced atmosphere.*
- *Used coordination and planning skills to achieve results according to schedule.*
- *Maintained excellent attendance record, consistently arriving to work on time.*
- *Demonstrated respect, friendliness and willingness to help wherever needed.*
- *Delivered exceptional level of service to each customer by listening to concerns and answering questions.*
- *Prepared a variety of different written communications, reports and documents to ensure smooth operations.*

## CONTACT

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Lucknow, INDIA

## SKILLS

- Skilled problem solver
- Skill development
- Time Management Skills
- Keep myself calm in pressure situation
- Focus on Work
- Confident Positive Attitude

## LANGUAGES

Hindi

English

Arabic

Urdu

## HOBBIES

Reading

Music

Sports

## **EDUCATION**

- B.com
- Customer Relationship management from Amity University.
- Diploma in sales & management (Bahrain)
- Certified Engineered Polymer sales from CHESTERTON (BAHRAIN)

## **TECHNICAL SKILL**

- Well in using Microsoft Office
- Good experience in common software packages: MS Windows.
- Fully capable of using internet.
- Adaptable to new technology
- Well in using SAP and Tally Software

## **COMPUTER SKILL**

- MS Office
- MS Windows
- MS Excel
- Internet
- MCSCE & CCNA completed from HCL(INDIA)
- Tally ERP9,SAP,Busy completed from Tally Gallery (INDIA)

## **LANGUAGE KNOWN**

English: Fluently Speak, Read & Write

Hindi : Fluently Speak, Read & Write

Arabic : Fluently Speak, Read & Write

Date :

Place:

# CERTIFICATE

*Mohammad Tauseef*


In recognition of completion of


*Engineered Polymer Seals Training*

*Bahrain*

has earned and been awarded this certificate

*10-11 June 2023*

  
Piotr Dzik, EMEA PLM EPS

  
Samer Hana, ME Sales Manager

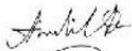
# CERTIFICATE of ACCOMPLISHMENT



Congratulations, **MOHAMMAD TAUSEEF**

for successfully completing the online course

**Customer Relationship Management**

  
Prof. Aindri De  
Director, Amity Online

  
Dr. Jeevanandam J  
Director - Research, Amity Online