

**PHONE**

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**: ADDRESS**

UAE, SHARJAH

Status: Visit Visa

EDUCATION

Bachelor's degree of

Commerce

Cairo University, Egypt

SPECIAL SKILLS

- Teamwork
- Active listening skills
- Time management
- Communication skills

LANGUAGES

- Arabic (Excellent)
- English (Good)

PERSONAL DETAILS

Date of Birth 26th July 1983

Marital Status Married

Mohamed Saad Osman

Sales Representative & Data Entry

SUMMARY

I am an Accurate sales representative looking to use interpersonal skills and industrial supplies knowledge. 5+ years of sales experience & data entry include maintaining profitable client relationships and exceeding sales goals by 15%."

PROFESSIONAL EXPERIENCE

Hilianz for Water Meters (Multinational Company) , Egypt

Sales Representative, Jan.2010-Dec.2011

- Selling products and services using solid arguments to prospective customers
- Performing cost-benefit analyses of existing and potential customers
- Maintaining positive business relationships to ensure future sales

Almarai Food Industries , Egypt

Sales Representative, Jan.2012 – May 2016

- Present, promote and sell products/services using solid arguments to existing and prospective customers
- Perform cost-benefit and needs analysis of existing/potential customers to meet their needs
- Establish, develop and maintain positive business and customer relationships

Line Food , Kuwait

Data Entry, July 2017 - May 2019

- Data input and manipulation in Excel spreadsheets and Access databases
- Review vendor and service provider agreements
- Making the transfer out, sales invoices, return invoices
- Dealing with the suppliers via email and telephone

Al Mejhem Global Group, Kuwait

Sales Representative, May 2019 – August 2022

- Reach out to customer leads through cold calling
- Achieve agreed upon sales targets and outcomes within schedule
- Coordinate sales effort with team members and other departments
- Analyze the territory/markets potential, track sales and status reports
- Supply management with reports on customer needs, problems, interests competitive activities, and potential for new products and services.

Additional Skills

- Expert in Microsoft Office (Word, Excel)
- Excellent data entry skills (for both accuracy and speed)
- Perseverant and patient when dealing with repetitive tasks