



MUHAMMAD JALIL

SALES AND MARKETING PROFESSIONAL



Dubai, United Arab Emirates



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ABOUT ME

I am professional with 23 years of extensive experience in sales and marketing. Throughout my career, I have demonstrated exceptional skills in developing and implementing effective sales and marketing strategies to drive business growth. I have a proven track record of leading and managing high-performing sales teams, achieving and exceeding sales targets, and building and maintaining strong customer relationships.

My expertise includes strategic planning, market research and analysis, digital marketing, and brand management. I am adept at identifying market opportunities, creating innovative marketing campaigns, and delivering compelling sales presentations. My strong communication, negotiation, and problem-solving skills have enabled me to successfully navigate complex sales situations and secure long-term partnerships.

In addition, I have a solid understanding of industry trends and emerging technologies, allowing me to stay ahead in a dynamic market environment. My ability to work collaboratively with cross-functional teams and manage projects from conception to completion has been key to my success.

Overall, I bring a wealth of experience and a strong business acumen to any organization, making you a valuable asset for driving sales and marketing initiatives forward.

WORK EXPERIENCE

NAJAM AL YAQOOT TRADING LLC Jan 2024 - Present

Sales Manager

- Creating and implementing sales strategies to achieve company sales targets and expand the customer base.
- Recruiting, training, and supervising sales representatives, as well as providing guidance and support to help them reach their goals.
- Establishing sales goals and quotas for the sales team and ensuring they are met.
- Monitoring market trends, competitor activities, and customer preferences to identify opportunities for growth and improvement.
- Establishing and nurturing relationships with key clients and stakeholders to promote customer loyalty and repeat business.
- Preparing sales forecasts and reports on sales performance, and presenting these to upper management.
- Working with other departments such as marketing, finance, and product development to align sales strategies with overall company goals.
- Overseeing the sales budget and controlling expenses to maximize profitability.
- Addressing any challenges or issues within the sales team or process and finding solutions to improve sales performance.

MJ MOBILE AND LAPTOPS TRADING Bunir Pakistan Jan 2020 - Jan 2023

Managing Director

- Developing and implementing the company's long-term vision and strategic plans to achieve business objectives.
- Ensuring the company's financial health by overseeing budgeting, financial planning, and performance monitoring.
- Identifying and exploring new business opportunities, markets, and partnerships to drive growth.
- Building and maintaining relationships with key stakeholders, such as investors, board members, and industry partners.
- Making high-level decisions about the company's operations, investments, and resource allocation.
- Fostering a positive organizational culture that encourages productivity, collaboration, and employee satisfaction.
- Identifying potential risks to the company and implementing strategies to mitigate them.

MUHAMMAD KHALIL ELECTRONICS TRADING LLC

Sales Manager

- Create and implement effective sales strategies and plans to achieve sales targets and objectives.

SKILLS

- COMMUNICATION
- PERSUASION AND NEGOTIATION
- RELATIONSHIP BUILDING
- PRODUCT KNOWLEDGE
- CUSTOMER SERVICE
- TIME MANAGEMENT
- RESILIENCE AND PERSISTENCE
- PROBLEM-SOLVING
- SALES PLANNING AND FORECASTING
- MARKET RESEARCH AND ANALYSIS
- STRATEGIC PLANNING
- ANALYTICAL SKILLS
- NETWORKING
- ADAPTABILITY
- DATA ANALYSIS

PERSONAL DETAILS

Date of birth
20 Jan 1980

Nationality
Pakistani

Visa status
Work Visa

Marital status
Married

DRIVING LICENSE

Driving license category
LTV, UAE

LANGUAGES

- ENGLISH
- URDU
- ARABIC
- PUSHTO

Dubai
Aug 2014 - Jan 2017

- Supervise, train, and mentor the sales team to enhance performance and ensure targets are met.
- Establish sales goals and quotas for the sales team, and monitor progress towards achieving them.
- Track sales data, performance metrics, and market trends to identify areas for improvement and growth.
- Foster strong relationships with key clients and customers to ensure satisfaction and loyalty.
- Organize and conduct training sessions to keep the sales team updated on products, services, and sales techniques.
- Prepare sales forecasts and budgets to plan and allocate resources effectively.
- Work closely with marketing, product development, and other teams to align sales efforts with overall business strategies.
- Handle customer complaints, sales challenges, and team issues efficiently to maintain a positive sales environment.

MUHAMMAD
KASHIF ELECTRONIC
LLC
Dubai
Feb 2011 - Jan 2014

Purchase Manager

- Create and implement procurement strategies to ensure cost-effective and timely acquisition of goods and services.
- Identify, evaluate, and select reliable suppliers and vendors based on quality, price, and delivery terms.
- Negotiate favourable terms and contracts with suppliers to secure the best prices and conditions for the organization.
- Build and maintain strong relationships with key suppliers to ensure consistent and high-quality supply.
- Stay informed about market trends, price fluctuations, and new products to make informed purchasing decisions.
- Review and approve purchase orders and invoices to ensure accuracy and compliance with company policies.
- Work closely with inventory management to maintain optimal stock levels and prevent shortages or overstocking.
- Monitor and manage procurement budgets to ensure expenditures stay within allocated limits.
- Ensure compliance with legal and regulatory requirements, as well as company policies and procedures, in all procurement activities.

MULTI TRADE
LIMITED
Sharjah
Jan 2008 - Jan 2011

Sales Executive

- Research potential customers and generate new leads to expand the customer base.
- Work to achieve sales goals and quotas set by the sales manager.
- Develop and maintain strong relationships with customers to encourage repeat business and referrals.
- Present products or services to potential customers, showcasing their features and benefits.
- Negotiate pricing, terms, and contracts with customers to secure sales and achieve targets.
- Keep track of leads and prospects through the sales pipeline, from initial contact to deal closure.
- Assist customers with inquiries, issues, and after-sales service to ensure satisfaction and loyalty.

- Stay informed about industry trends, market developments, and competitor activities to remain competitive.
- Maintain accurate records of sales activities, customer interactions, and other related data for reporting and analysis.

EDUCATION

**PESHAWAR
UNIVERSITY**
Peshawar
2007

● **MBA**

- MBA with a focus on strategic management, leadership, and financial acumen.

**UNIVERSITY OF
AGRICULTURE**
Peshawar
2005

● **BBA**

- Equipped with cutting-edge business acumen
- Expert in finance & marketing strategies