

MELBIN PRINCE

Email:- melbinprince@gmail.com Mob:- 0509239677 Applied post:- Remittance Clerk

CAREER OBJECTIVE

A result-oriented sales executive with proven skills in lead generation, brand promotion, business presentation and customer service is looking for an opportunity to work in a challenging position.

SUMMARY OF SKILLS

Cold calling	Customer service	Cash management
Communication skills	Negotiation skills	Competitor activity analysis
Cross selling	Upselling	Microsoft office skills

WORK EXPERIENCE

Operations Executive

30/09/2024 – Present

Kassab Inter - Shipping LLC, U.A.E

- Assisting in vessel operations and coordination
- Assisting in cost control and budgeting
- Assisting in compliance with fleet management regulations
- Providing operational updates and reports to seniors
- Filing invoices and payment schedule management

Sales Executive

09/03/2020 - 31/01/2024

Sharaf Electronics, U.A.E

- Kiosk management
- Understanding customer needs and pitching products
- Up selling and cross selling
- Customer grievance management
- Customer database management

Sales Executive

01/01/2018 – 12/12/2019

Moopens Solar, India

- Lead generation
- Feasibility analysis and quote preparation
- Business presentation
- Negotiation and sales closing
- Documentation and payment follow-ups

EDUCATIONAL QUALIFICATION

Master of Business Administration

01/06/2009 – 31/03/2011

MES, Cochin (Mahatma Gandhi University, Kottayam, India)

Bachelor of Commerce

06/06/2006 – 27/03/2009

St Thomas college, Kottayam (Mahatma Gandhi University, Kottayam, India)

LANGUAGES KNOWN

- English
- Hindi
- Malayalam

DRIVING LICENSE

- License No : 250037
- Category : LMV – Manual
- Expiry date : 12/08/2029

PERSONAL DETAILS

- Date of birth : 27/11/1988
- Age : 35
- Nationality : Indian
- Marital status : Married
- Religion : Christian
- Visa status : Visit visa