

MUHAMMED AWAIS SAYYED

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A motivated and results-driven professional with more than 1 year of experience in BPO industry. Adept at Customer Relation Executive, with a proven track record of Scoring Good quality marks and showing great value on the table. Seeking a challenging role at your company where I can utilize my skills and experience to make a significant impact.

EXPERIENCE

MAR 2022 – MAR 2023

CUSTOMER RELATIONS EXECUTIVE,

MAHINDRA FIRST CHOICE WHEELS - MUMBAI

- Dealing with enquiries over the phone
- Advising what car is suitable for the customer and providing information on each car
- Built client relationships by responding to inquiries, identifying and assessing clients' needs, resolving problems, and following up with potential and existing clients.

DEC 2021 - CURRENT

FREELANCE WEB DEVELOPER

FIVERR - MUMBAI

A Wix website developer is responsible for designing and creating websites using the Wix platform. Wix is a cloud-based website builder that allows users to create professional-looking websites without the need for coding or technical expertise.

- Meeting with clients to understand their website requirements and goals.
- Designing the layout and structure of the website using Wix's drag-and-drop interface and various design elements such as text, images, videos, and more.
- Ensuring the website is optimized for search engines and is mobile-friendly.

SEP 2021 – DEC 2021 (PROCESS WAS SHUT DOWN DUE TO COVID)

EVENTS REGISTRATION COORDINATOR

ZEST – MUMBAI

Responsible for overseeing registrations at all exhibitions and handling visitor enquiries via phone.

EDUCATION

JUNE 2022

BACHELORS OF COMMERCE, YASHWANTRAO CHAUHAN UNIVERSITY – MUMBAI

A B.COM DEGREE IS WIDELY RECOGNIZED BY EMPLOYERS AND PROVIDES STUDENTS WITH A STRONG FOUNDATION FOR A SUCCESSFUL CAREER IN COMMERCE AND BUSINESS.

MAR 2019

HSC, MUMBAI UNIVERSITY

SKILLS

- Communication Skills : Good communication is a must-have skill in all industries.
- Project Management : Project management is a versatile and valuable skill.
- Sales and Marketing : Understanding consumer behavior is crucial in sales, marketing, and business development.

ACTIVITIES & INTERESTS

- Technology or coding projects
- Learning new skills (e.g., coding)
- Learning about animal behavior
- Hobbies : Watching movies or TV shows, Playing video games , cricket
- Exercise
- Taking care of stray cats
- Building your own website
- Travelling , recently travelled to Himachal Pradesh, Punjab, Hyderabad