

Resume of Abdul Gaffer Forhad



ABDUL GAFFER FORHAD

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Career Summary

I have been working in marketing for last one years and five months. I am now also ready to pursue a challenging career in a renowned and fast growing Organization, in the field of Service Management with a view to utilize my knowledge & skills for the progress and growth of the organization. I would like to build up my career in this particular area as well as conquer new opportunity to gather knowledge, experience and proficiency.

Key responsibilities

- Work with and expand current prospect database within specified business sectors to generate effective leads & exceed sales targets for the business.
- Develop a sales contact plan direct marketing, and attending industry events to build relationships with key prospects.
- Work closely with colleagues in Tradedoubler to identify common new business prospects and cross-sell integrated search and affiliate proposition.
- Work closely with marketing to identify appropriate go to market messaging for specific business sectors.

DETAILED PROFESSIONAL EXPERIENCE

□ Bizcom Limited (1st March, 2018 – continue)

□ Major responsibilities as “Sales Executive,”

- Achieve and exceed the allocated sales target.

- Deliver the highest levels of customer service, thereby creating customer loyalty and repeat sales.
- Ability to problem-solves and ultimately delivers sales results within set timeframes.
- Maintaining relationship with all potential and existing clients.
- Ensuring proper servicing and after sales support to clients.
- Data reporting to management and gathering market intelligence.

ACADEMIC QUALIFICATIONS

<u>Exam Title</u>	<u>Subject</u>	<u>Institute</u>	<u>CGPA</u>	<u>Year</u>
BBA	Business Studies	Manarat International University	Appeared	2020
H.S.C	Commerce	Milestone College	4.80 out of 5	2014
S.S.C	Commerce	Milestone College	4.08 out of 5	2012

COMPUTER PROFICIENCY

- ❑ Operating System : Windows (Windows 7, Windows 10)
- ❑ Office Management : Microsoft office 2003-2010 (MS Word, MS PowerPoint)
- ❑ Internet : Browsing (Friendly with Any Browsing Software)
- ❑ Operating System : Windows (Windows 7, Windows 10)
- ❑ Office Management : Microsoft office 2003-2010 (MS Word, MS PowerPoint)

LANGUAGES

- ❑ Bengali (verbal and written)
- ❑ English (verbal and written)

HOBBIES & INTERESTS

- ❑ Reading, watching movies, music & art.
- ❑ Gardening

PERSONAL DETAILS

Father's Name : A.N.M Edris
 Mother's Name : Hasina Edris
 Date of Birth : April 14, 1997
 Gender : Male
 Marital Status : Unmarried
 Nationality : Bangladeshi

Religion : Islam
Permanent : Moulabiabdu Rashid Saheber Bari, Word-
Address : 5, Charkakra, Companiganj, Noakhali

REFERENCE (S)

Name : Mohammad Zohidul islam
Organization : Kallol Group of Companies
Designation : Manager Commercial and Logistics
Address : shajadpur Dhaka 1212
Phone (Off.) : 880288160049
Phone (Res.) :
Mobile : 01678007449
E-Mail : zohir@kallolgroup.com
Relation : Relative

I certified that all of my information and source is very true of my best of my knowledge.

Signature : Abdul Gaffer Forhad
Date : 31/08/2019