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Lyes Meraihia Real Estate Agent

PERSONAL STATEMENT

Thank you for giving me the opportunity to apply for this position. I would describe myself as diligent, hard working, conscientious, positive and an industrious person who can be relied upon to organise and prioritise their work effectively. Over the years I've gained the necessary skills and qualities that will enable me to perform to a very high standard in the role. I am a strong collaborator, who fits into any team seamlessly. I am commercially aware, which means i understand the importance of taking good care of your customers so they become long-term advocates of the company. I will always take ownership of difficult challenges and problems whenever they occur. My passion for this type of work, my dedication to lifelong learning and my desire to support my coworkers in the completion of their duties means that not only I excel within the role but also I will help you to achieve your missions and objectives.

PROFESSIONAL EXPERIENCE

Total Experience: 4 Years

Feb 2023 – Aug 2023

Kalkar Properties

Dubai, UAE

Real Estate Agent:

- Acting as a mediator between buyers and sellers, helping clients navigate the real estate market, and representing their interests in property transactions.
- Staying up-to-date with Dubai's real estate market trends, including property values, rental rates, and emerging neighborhoods.
- Listing properties for sale or rent, creating marketing materials, and using various channels to promote listings, such as online listings, advertisements, and networking.
- Meeting with clients to understand their property needs and preferences, providing advice on market conditions, and suggesting suitable properties.
- Negotiating offers and counteroffers between buyers and sellers to achieve the best possible deal for clients.
- Arranging and conducting property viewings for potential buyers or tenants.
- Providing excellent customer service throughout the buying or renting process, addressing client concerns, and ensuring a smooth transaction.
- Ensuring that all real estate transactions adhere to Dubai's real estate laws and regulations.

Mar 2020 – Jan 2023

Guelma, Algeria

MERAIHIA SAID Property Developer

Real estate agent:

- Produce new leads following the prescribed sales and marketing approach.
- Initiate contact with leads sourced from diverse marketing channels, both on-site and off-site. Assess their suitability and potential through a thorough qualification process.
- Organize and execute demonstration visits and site inspections to introduce the benefits of home automation solutions to potential clients.
- Advice clients on market conditions, property pricing, and mortgages, while sharing market insights and gathering feedback for proactive solutions and improvements.
- Facilitate productive negotiations between buyers and sellers, ensuring mutually beneficial outcomes.
- Create comprehensive proposals and diligently follow up with prospective clients, guiding them through the decision-making process until successful deal closure.
- Achieve sales targets as stipulated in the sales plan.
- Cultivate active engagement and positive relationships with new leads and existing clientele, employing innovative follow-up communication strategies.
- Effectively managing time to handle multiple property showings, negotiations, and administrative tasks.

Jul 2019 – Mar 2020

Constantine, Algeria

AHP MEDICAL GROUP

Medical representative:

- Develop and execute sales strategies based on previous medical experiences to drive revenue growth, consistently surpassing monthly and quarterly targets.
- Serves customers by selling products and meeting customer needs after giving samples freely to gain their trust.
- Build and maintain a client base through effective relationship management and personalized product recommendations.
- Conduct market research to identify new business opportunities and stay informed about industry trends.
- Provide exceptional customer service, addressing inquiries and resolving issues to ensure client satisfaction.
- Assisted customers in selecting products, offering in-depth product knowledge and addressing customer needs before and after sales.
- Contributed to numerous presentations and posters to attract client's attention.
- Actively participated in sales training programs to enhance product knowledge and sales techniques.
- Engaged in ongoing learning to stay updated on medical advancements and product updates.
- Ensured the brand's presence, presentation and availability in various medical seminars and webinars to gain more client base and trust.

SKILLS

Excellent Overcoming objections skills, sales skills and strategies, Familiarity with market trends and competitor analysis, Goal-oriented mindset with a focus on exceeding targets, **negotiation skills, don't take no for an answer, Communication and interpersonal skills,** Organizing and prioritizing skills, **problem solving skills,** time management skills, customer service skills, **commercial awareness skills,** self-motivated, **adaptability and flexibility skills,** computer proficiency skills and design programmes, **CRM Software.**

LANGUAGE

Arabic  English  French 

EDUCATION

2021-2022	Diploma in French language level B2 (Delf B2) French institution Constantine, Algeria
2020-2021	Sales training certificate COURSERA, UDEMY Online courses.
2018-2019	Mini MBA in marketing 100% American institute of professional studies
2014-2019	Diploma Doctor of Veterinary Medicine University of Mentouri Constantine 1 (Institute of Veterinary Sciences Elkhroub).

ACHIEVEMENTS:

- Handled client inquiries, negotiated and closed deals, resulting in 30 % increase in sales in three months period.
- Managed key accounts, ensuring client satisfaction through regular communication and proactive support.
- Built and maintained strong relationships with key clients, ensuring customer retention, fostering relationship building, and providing dedicated account management to meet their needs.