



PALASH SAMADDER



House: 12, Road: 01, Latif Real Estate,
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CAREER SUMMARY

11 years of experience with expertise of leadership, sales, strategic planning and customer relation in a dynamic organization

CAREER OBJECTIVE

A challenging position where I can utilize my experience in sales & marketing, promotion and customer relations to meet company's mission and at the same time which offer me a healthy lifestyle.

EXPERTISE

- Sales
- Marketing
- Retail Operation
- Customer Service
- Public Relationship
- Management
- Documentation

PERSONAL QUALITIES

- Team Player
- Organized & Self-Motivated
- Good communication and interpersonal skill
- Creative and able to develop ideas

WORK EXPERIENCE

PRAN-RFL GROUP

Position: Sales Manager (Mithai)

Location: PRAN-RFL Center, 105 Middle Badda, Dhaka-1212

Duration: From 26th May, 2016 to continuing. **(4 years 7 Months +)**

Responsibilities:

- Visit retail establishments to ensure efficient and effective management as well as high performance sales
- Direct and supervise sales forces across several retail outlets to ensure they meet set objectives
- Provide training to retail employees to develop their skills and enhance their job performance
- Ensure compliance with company policies and procedures
- Monitor the activities of the customer service department of retail outlets to ensure a satisfied business
- Mentor and motivate sales staff to put in their best in order to achieve financial goals
- Develop policies for the merchandising of goods in retail stores
- Monitor stock to determine the need for stock supply at each retail outlet
- Set and regulate product pricing using results of market and demand analysis
- Ensure compliance with health/safety policies and procedures at retail sites
- Listen to customer complaints to address & resolve their issues
- Evaluate operational and financial records to determine sales performance of a retail store.

PRAN-RFL GROUP

Position: Territory Sales Manager

Location: PRAN-RFL Center, 105 Middle Badda, Dhaka-1212

Duration: From 9th July, 2014 to 25th May, 2016. **(1 Year 10 Month)**

Responsibilities:

- Generating Dealer
- Forecasting Dealer Demand and ensuring production accordingly
- Ensuring smooth delivery and Manage all sales related aspects
- Ensuring Payment after delivery
- Review service levels
- Identify new sales and marketing opportunities
- Market Survey

COMPUTER SKILLS

- Fluent in English Typing speed
- Fluent in Bangla Typing speed
- MS Excel
- MS Word
- MS PowerPoint
- Outlook

INTEREST

- Reading novels
- Listening Music
- Travelling and to know about different places and cultures of Bangladesh and the world
- Sports
- Volunteer Activities etc.

PERSONAL INFORMATION

Date of Birth : 21st April, 1986

Marital Status : Married

Religion : Hindu

Nationality : Bangladeshi

National ID : 462 461 2323

Father's Name : Late Bimal Samadder

Mother's Name: Late Bishakha Samadder

Permanent Ad. : Jagodishpur, Satadoshkati, Jhalokati Sadar, Jhalakati.

SINGER BANGLADESH LTD.

Position: Shop Manager

Location: Barisal & Bhola

Duration: From 3rd July, 2011 to 30th June, 2014. **(3 years)**

Responsibilities:

- Show Room Administration,
- Monitoring & develop staffs' skill,
- Documentation, Banking, Inventory monitoring,
- Report to senior as per daily & monthly basis,
- Planning for new sales and opportunities,
- Ensuring After Sales Service,
- Handling complaints and queries.
- Verify all types of financial transaction at field level through frequent field visit, etc.

R.S. Corporation

Position: Direct Sales & Marketing Associates

Location: Dhaka

Duration: From 15th February, 2010 to 30th June, 2011. **(1 Year 4 Months)**

Responsibilities:

- Visit daily corporate clients for selling Personal Loan of SCB
- Meeting customer for their general queries on Personal Loan of SCB Bank
- Achieving Monthly sales Target

The ACME Laboratories Ltd.

Position: Medical Representative

Location: Dhaka

Duration: From 24th June, 2009 to 11th February, 2010. **(8 Months)**

Responsibilities:

- Promotion of medicine products to the selected Doctors
- Maintain strong relationship with Doctors for generating prescriptions.

EDUCATIONAL QUALIFICATIONS

BBA in Finance

2009

Institute: Northern University B

Result: CGPA 3.70 (Out of 4)

HSC in Business Studies

2004

Institute: Amrita Lal Dey College, Barisal

Result: GPA 3.88 (Out of 5)

SSC in Science

2002

Institute: Bowkati B.B. Secondary School, Jhalakati

Result: GPA 4.38 (Out of 5)

TRAINING

- 3 months Internship at **Navana Furniture Ltd** on “**Survey on Furniture Industry in Bangladesh**” in 2009.
- 4 days training on topic “**Fit4Future**” by aimPlus under Northern University Bangladesh.

LANGUAGE PROFICIENCY

- Proficient in listening, speaking & writing both in Bengali and English.

REFERENCES

Dr. Shantana Rani Halder

CDMP, UNDP

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