

CURRICULUM VITAE

MOHAMMED NUR ALI SHOHEL

Mob. : - +973 35682182

Email ; - sayeed.shohel.nur@gmail.com

www.sss.bipa@gmail.com



SUBJECT : APPLYING FOR SUITABLE POST

CARRIER OBJECTIVES :

- A career with a progressive organization that will use my knowledge, education, skills and decision making Ability and hence increase my experience with developing association. Looking for a challenging career in a highly professionally managed organization to pursue a growth oriented career, where my knowledge can be shared and enriched.

JOB PROFILE :

- I am an approachable, motivated and confident Sales Executive with the ability to excel sales targets and make a real difference in the organization's revenue generation. I have expert knowledge of the selling process and I fully recognize the human and emotional aspects of buying and selling. I possess strong social skills that enable me to be a strong relationship builder with clients, colleagues and third-party stakeholders.

ACHIEVEMENTS :

- More than 8 years of work experience in Bahrain.
- 2nd class Hons degree in Management.
- Certificate of appreciation awarded from KBR.

EDUCATIONAL QUALIFICATION :

- **B. Com Honors (Bachelor of Commerce) In Management**
Cox's Bazar Govt. College
Session: 1999-2000
Year of Passing: 2005
Result: 2nd Class

CAREER CONTOUR IN BAHRAIN :

- **PRESENT JOB** : Working as a Sales Executive a Building Materials shop.
Dealing customer for sales & purchase, making inventory.
recording all sales item. Dealing with customers face-to-face, over the phone and via email
Assisting customers with finding suitable products or service. Handling payments and processing returns, refunds and exchanges. Dealing with customer feedback, concerns and complaints
- **Al Alawi Towers Construction** : Work as an Accountant cum customer service. Prepared monthly Accounting Report, Controlled and Monitored Cash disbursement and recipe System, Voucher Bills, as well as Salary Sheet Preparation for the Workers in this Company.
- **M.M. Joofri & Sons** : Work as an Account Assistance, Preparing Sales Invoices, Customer Receipts, Entering Purchase in Bahrain, Invoices,

- **Lavandom Hotel** : Making Barcode Label & Reconciling, Supplier Statement of Account for 1 year.
: Worked as a House Keeping supervisor for 6 months.
- **Raihan Mobiles & Accessories** : Worked as a Tally Accountant cum customers Handling. For 6 months.
- **Isa Air Base** : 1. Worked as a Store Keeper- 4th months with **KBR** food Service.
2. Worked as an Administrator---1 year with **KBR** Food service.

CAREER CONTOUR IN BANGLADESH :

- **Asha Bank Ltd. Dhaka** : Worked as a Field Manager in Bangladesh.
- **Flair Marketing Co Ltd** : Worked as a Store Keeper Receiving the Stock update the Bin Card Dhaka in Bangladesh
- **Flair Marketing Co Ltd.** : Worked as Sales Representative Handling the Customers & Updating The daily sales.

TECHNICAL:

: M.S. Office (Word, Excel, Power Pont & Access) & Internet browsing.

PERSONA DETAILS

- :
- **FATHER NAME** : Safar Mulluk
- **SPOUSE NAME** : Mst. Bipasha Akter
- **DATE OF BIRTH** : 31-12-1981
- **GENDER** : Male
- **NATIONALITY** : Bangladesh
- **RELIGION** : Muslim (Sunni)
- **LANGUAGES KN** : English, Hindi, Urdu and Arabic (Poor)
- **PASSPORT NO** : BJ 0201527
- **PASSPORT EXP** : 14/11/2020
- **C.P.R. NO.** : 811234665
- **C.P.R EXP** : 24/06/2020
- **DRIVING LICENSE**
- First Issue : 16/08/2017
- Expiry Date : 15/08/2022

DECLARATION:

I hereby that declare that the above information and particulars to the best of my knowledge and belief.

(MOHAMMED NUR ALI SHOHEL)