**SALMAN SULTAN SHAIKH **

**Mobile Number- (973)-33169718** [**shaikhsalman1315@gmail.com**](mailto:shaikhsalman1315@gmail.com)

**Personal Statement**

I have 4+ years of management experience in retail, Marketing and Hospitality industry also has ability to set up the systems. I have trained and developed individuals and teams.

A well-organized & result oriented professional seeking a challenging career in business of professionals and people oriented organization.

I am currently working in SAAS info Tech Company as a **SR.Sales Executive** in Kingdom of Bahrain and my last working position was a **DUTY MANAGER** at Carnival Cinemas, Mumbai and I was responsible for overall operation management, quality compliance, process management and team management of cinema.

**Work Experience**

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**SAAS INFO TECH COMPANY WLL – JUFFAIR (KINGDOM OF BAHRAIN)**

**SR.Sales Executive– Operations (FEB 2020 – Till date)**

**The Accountabilities**

* Providing counseling to the CR Holder about VAT solution Software and help those to choosing the right vat ready software module.
* B2B Sales, cold calling, scheduling meeting & closing the deal.50%inside sale & 50%field meeting.
* Tracking, scheduling and organizing the meeting for cross selling to B2B clients.
* Conducting the outdoor events in various places to generate leads.
* Build and maintain strong, long lasting client relationships.
* Seeking new business opportunities with existing as well as new clients and /or identify areas of improvement to meet sales quotes.
* Designing the promotional strategies to meet the sales target.
* Converting leads from various sources into sales Like free app download, 14 days free trial free 24/7 help and support, very easy to operate etc.)
* Providing other services like inventory management, Bank management, Comprehensive reporting, system management and Retail POS service in very affordable rate.

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**Carnival Cinemas – Mumbai**

**Duty Manager – Operations (Jan 2019 – Jan 2020)**

**The Accountabilities**

* Administered all aspects of operations, including box office, concessions, osv, lounges, ushering and projection, with effective supervision of managerial tasks.
* Proficiently reviewed all areas of operations while ensuring maximum customer satisfaction, sales, operational efficiency and effectiveness; profitability in-line with quality standards
* Recognized for effective running and management of property with a positive EBITDA
* Resolving guest complaints, building guest relation & handling overall operations.
* Planning effective strategies & new ideas to achieve the targets.
* Accredited for strategic collaboration with different firms on barter deals, marketing support and other promotional Offers, which subsequently increased ***35%* footfall** and revenue sales.
* Train and motivate staff for maximum realization of ‘admits’, ‘collection’ ‘revenue per person’ & maintaining excellent service.
* Regulate stock take & order level in store.
* Analysis on food & beverage variance.
* Responsible for ensuring fully operational day-to-day accounting and financial controls
* Generate & maintaining the daily, weekly, monthly & quarterly reports
* Monitoring manpower requirement, recruiting the manpower & their optimum utilization
* Making weekly schedules of movies every week.

    
**Jaro education, Mumbai.**

**Business development executive Dec 2017- Oct 2018**

**The Accountabilities**

* Providing counseling to the students or parents and help them to choosing the right learning module.
* Generating revenue by counseling the prospect and converting the right learning module.
* Conducting the outdoor events in various places to generate leads.
* Cold calling, scheduling meeting & closing the deal.
* Achieving the target on weekly basis.
* Converting leads from various sources into sales (Like free app download, events etc.)
* Maintain a quality pipeline by targeting the right set of audience & ensure weekly closure by continuous follow-up.
* Maintain a healthy rapport with the customer to ensure that the best service is given.
* Ensure end to end delivery.

 

**Future Group – Big Bazar (Mumbai)**

**Section Supervisor** **Oct 2016 – Dec 2017**

**The Accountabilities**

* Maintain stock inventory, place order as per requirement.
* Make sure that FIFO has to be followed.
* Lead, Train & develop 25-30 members & outsourced employees.
* Planning effective strategies & new ideas to achieve the targets.
* Generate & maintaining the daily, weekly, monthly & quarterly reports.
* Report to the operation manager.
* Promote The various promotion schemes used at Big Bazaar include: ―**Saal ke sabse saste 3 din, Hafte ka sabse sasta din ―Wednesday bazaar, Exchange Offers ―Junk swap offer, Future card (3% discount).**
* Monitoring Manpower requirement in every section and inform to recruit the manpower if require to the H.R and store manager. And also maximum utilization of manpower.
* Track on publicity, marketing, & promotions.
* Handling customer query take customer feedback about the services, handle customer complaints.



**PVR Cinemas, Mumbai.**

**Duty Officer – Operations June 2015-Sept 2016**

**The Accountabilities**

* Lead, Train & develop 65-70 members & outsourced employees.
* Planning effective strategies & new ideas to achieve the targets.
* Monitoring stock & cash transactions.
* Regulate stock take & order level in store & Kitchen.
* Analysis on food & beverage variance.
* Generate & maintaining the daily, weekly, monthly & quarterly reports.
* Train a staff for maximum realization of ‘admits’, ‘collection’ ‘revenue per person’ & maintaining excellent service standards.
* Monitoring manpower requirement, recruiting the manpower & their optimum utilization
* Track on publicity, marketing, & promotions.
* Interaction with government officials on regular basis for ent. tax, show tax, cinemas licenses.

**SKILLS**

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| Administrative Skills | Vendor Management | Operations Management |
| Revenue Enhancement | Strategic Planning | Training & Development |
| Customer Relationship | People Management | Promotions & Marketing |

**Education**

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**PGDM in Marketing from WELINGKAR INSTITUTE OF MANAGEMENT.**

**B.SC.IN HOSPITALITY STUDIES.**

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| **Qualification** | **Discipline** | **Univ. /Board** | **Year of Passing** |
| P.G.D.M | Marketing management | Mumbai University | 2019 |
| B.SC | Hotel management | Mumbai University | 2015 |

**Awards and Certifications**

**Certification - internship with ITC FORTUNE SELECT EXOTICA, Navi Mumbai.**

**June 2014.**

**Award – Winner - intra college menu planning and cover laying competition.**

**April 2013.**

**Additional Information**

**Gender:** Male

**Nationality:** INDIAN

**Date of Birth:** 13-05-1995

**Status:** Single

**CPR.NO:** 950545546

**Passport Number:** M2792209

**Passport Expiry:** 07/10/2024

**Current Address:** Um al Hassam, Manama, The Kingdom of Bahrain

**Interest:** Social, Sports, Movies.

**Languages Known:** English (fluent), Hindi (native), Marathi (fluent), Urdu (Fair) Arabic (basic)

**SALMAN SHAIKH**