

CURRICULUM-VITAE

SK MOHAMMAD SAKIL

International Business Developer

Ph - +91 8697204129/

+91 9330744566

Email- sakilss003@gmail.com



OBJECTIVE

To enhance my knowledge and capabilities by working in a dynamic organization that prides itself in giving substantial responsibility to new talent.

EDUCATION

2016-2018 : MBA in Marketing from City University of Malaysia.

2012-2016 : B. Tech in Computer Science from MAKAUT of India.

PROFESSIONAL EXPERIENCE

SEP 2020 – Till : International Business Developer at FANZ EXPORT IMPORT (India)

- Identifying and executing new opportunities in international markets that will enhance the product offerings and deliver incremental revenue and profit.
- Conduct research to identify new international business development opportunities in international markets, this is to include identifying new potential partners or acquisitions overseas.
- Develop individual business plans for each country.
- Design plans to achieve all objectives and develop plans for new business.
- Evaluate market trends and provide appropriate support to product develop.
- Handling Export and import documentation and over viewing the entire customs clearance process.
- Co-ordinating with delivery Agents/ Transporter for delivery of Shipments & Planning for delivery.
- Co-ordinating with CHA and Freight Forwarder for status shipment.
- Taking rates from freight forwarder for all shipment and negotiate the rates.
- Inspecting documents received from CHA like Shipping bill, Airway bill, Bill of lading and other documents.
- Preparing post shipping (DA & LC documents) documents.
- Checking LC draft receiver from buyer co-ordinate with marketing for final confirmation.
- As per LC terms preparing final documents.
- Co -ordinate with bank for various transaction related to export/import other documentation work.

FEB 2019 – AUG 2020 : International Territory Manager at F I G INTERNATIONAL (India)

- Research, select and purchase quality products and materials.
- Build relationships with suppliers and negotiate with them for the best pricing.
- Process requisitions and update management on status of orders.
- Update inventory and ensure that stock levels are kept at appropriate levels.
- Arrange transport of goods and track orders to ensure timely delivery.
- Coordinate with inventory team, management, and stockroom as required.
- Ability to travel.
- Reviews requisitions and generates purchase orders requests for multiple locations.
- Work with Suppliers to resolve order, product and production concerns.
- Follow up new item and Purchase Order to meet launch timeline.
- Work with factories for product transition
- Research and develop marketing activity.
- Manage interpersonal relationship.
- Identify invoices and cost discrepancies.
- Prepare and audit export documentation for vessel shipments and settlements.
- Communicate with appropriate internal/external customers, including trading desks, loading facilities, freight forwarders, brokers, vendors, and customers.
- Ensure timely processing of export shipments.
- Create, assemble and present applicable export documentation required per country specific destination in accordance with export laws and regulations.
- Submit timely document instructions to freight forwarders, independent surveyors and other third-party industry providers.

MAR 2017 – DEC 2018: Marketing Executive at TM SISMA (M) SDN BHD. (Malaysia)

- Planning & implementing marketing activities across all online & offline channels.
- Setting up new marketing strategies.
- Writing new marketing material & website content.
- Managing customer relationships.
- Business to business and Business to consumer sales techniques strong management skill.

SPECIAL PROFICIENCY: In my own estimation I have acquired special knowledge and skills in the following areas

- Marketing Research.
- Customer Satisfaction.
- Project management.
- International Trade.
- Inventory Management.

TECHNICAL & SOFTWARE SKILLS

- Presentation Skills.
- Proficiency with Microsoft office programs, including Power Point, word and excel.

PERSONAL SKILLS

- Communicative.
- Punctual.
- Work under pressure.
- Organized.
- Fast learner of new concepts and tools.
- The ability and motivation to discover new things.
- Accountability and adaptability

PERSONAL DETAILS

- **Date of Birth:** 05th October 1992
Temporary Address: 4D Ahiripukur 2nd Lane Beck Bagan Park Circus
Kol-19
- **Permanent Address:** Tilkhoja Moyna Purba Midnipur WB-721629
India
- **Father's Name:** Sk Moktar Ali
- **Languages Known:** English, Hindi, Urdu and Bengali.
Religion: Islam
- **Nationality:** Indian
Passport No: N3413111
- **Marital Status:** Single
Hobbies: Reading Book and Travelling

Date: -

Place: - Kolkata

Sk Mohammad Sakil