

# **CURRICULUM VITAE**



## **Mohd. Aamir**

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### **CAREER OBJECTIVE:**

A challenging position in a dynamic organization with potential for career advancement where I could utilize my skill and thus contribute towards the growth of the organization.

### **ACADEMIC QUALIFICATION:**

- High School from U.P. Board in 2011.
- Intermediate from U.P. Board in 2013.
- Graduation (B.A.) from C.S.J.M. University, Kanpur in 2016.

## **EXPERIENCE:**

### **Smart Promise Electronic**

From February 2024 To January 2025 ( **UAE , Dubai** )

**Designation**      **Sales**  
**Executive**

- As a sales executive for electronic gadgets, my experience is dynamic and multifaceted, given the rapid pace of technological advancements and the ever-evolving preferences of customers
- I regularly engaged with customers, both in-store and online, helped them find the right electronic gadgets to suit their needs. Understanding their requirements and offering tailored solutions is key to building trust and loyalty.
- I collaborated with the inventory team to ensure we had the right products in stock. This included tracking popular items, identifying trends, and suggesting reorders.
- I worked closely with other sales team members, shared insights and strategies to boost overall performance. Collaboration with the marketing team was also important to create effective promotional campaigns.
- Provided exceptional after-sales support helped build long-term relationships with customers. I assisted with troubleshooting, returns, and exchanges to ensure a positive experience.

### **HDFC Bank**

From December 2021 To November 2024

**Designation**  
**Sales Executive**

- Handled any Credit Card issues.
- Processed Credit Card applications, took care of customers over the phone and in person.
- Assisted customers with completion of any HDFC Credit card applications.

- Great communication skills with the customers, made them feel confident that their concerns taking care of.
- Communicated with customers daily to request information and ensured completion of paperwork.
- Assembled important paperwork and disclosures for borrowers. .

### **Mahindra Automotive, V.C. Motors Pvt. Ltd**

October 2019- November 2021

#### **Designation**

**Sales Associate**

- Demonstrated Automobiles by explaining Characteristics, Capabilities, and Features.
- Closed sales by overcoming objections, asked for sales Negotiated the price.
- Completed Sales or Purchase contracts, Explained Provisions, Offered Warranties, and Services.
- Updated the job knowledge by Participating in Educational Opportunities.
- Compared and Contrasted the Competitive Models follows up with Customers in a Professional and Timely manner while recommending Sales Campaigns and Promotions.
- Built rapport with customers.
- Meeting Sales Goals, Selling to Customer Needs, Financial Skills, Documentation Skills, Scheduling, Telephone Skills, Listening, Verbal Communication, Customer focus job.

### **Spark E Soultions (BPO)**

April 2017- July 2019

#### **Designation**

**Sales Associate**

- Assisted customers with inquiries, complaints, and billing issues.
- Identified customer needs and helped customers understand product features.
- Maintained customer records and updated customer profiles.
- Resolved customer inquiries and complaints in a professional manner.
- Performed customer service duties such as answering questions, providing information, and resolving complaints.

- Handled customer interactions in a friendly and courteous manner.
- Met and exceeded customer service expectations and goals.
- Provided accurate information regarding the company's products and services
- Monitored customer accounts on a daily basis

**PERSONAL INFORMATION:**

Father's Name	:	Mr. Shahid Hameed
Date of Birth	:	04 <sup>th</sup> Sept. 1996
Religion	:	Muslim
Sex	:	Male
Marital Status	:	Unmarried
Nationality	:	Indian
Languages Known	:	Hindi & English.

**DECLARATION:**

I hereby declare that all the particulars furnished above by me are correct to the best of my knowledge and belief.

**Date :**

**Place :**

**(Mohd. Aamir)**