

Respected Sir,

Without wishing to sound boastful I feel that I come to you with a background that is unique and distinctive from other applicants.

With an 18 years of working experience in Gulf region having an insight of the Saudi market, access to the customer database which includes more than 300 customers leaving aside the consultants with whom I have working since last 10 years, Many FAR's as a feather to my crown, I possess a strong desire to build a career with your esteemed organization to be involved in running a successful operation. I also feel that my expertise on products that I am selling coupled with my managerial and technical skills makes me a perfect fit for any challenges you will be facing in Saudi market. My natural enthusiasm allows me to inspire customers to make a purchase. My long-lasting relationship with customers will definitely be an added benefit to your organization which gives me an edge over others.

Trained by world's top trainers Rogen Si and having completed many trainings around the world makes me a confident individual to face challenges in the competitive market.

My core strengths include, but are not limited to the following:

- Helping to grow the sales in the shortest time possible.
- Effective presenter with skilled negotiation techniques
- Handled a business of more than SAR 800 Mil.
- Focused on targets and achieving the budgets.

Since 2018, ***I am a Co-Founder of Jhelum Educational Trust and a pre-school in Srinagar.*** My efforts and dedication were the success story behind of bringing Sachdeva New P.T College to Srinagar. A pioneer in coaching sector, I head a Sr. Secondary School and impart trainings along with career counseling.

Right now, I want to work for a reputable company like yours where there will be a big stage for my talent. Therefore, I would welcome the chance of an Interview, where we would be able to discuss in length.

I thank you for your time and I look forward to hearing from you soon.

Yours Sincerely,

Omar Hafiz Mattoo

Areas of Expertise:

- Management Procedures
- Budgeting & Forecasting
- Business Improvement
- Employee's Relations
- Financial Awareness
- On Time Delivery
- Marketing Plans
- Increase Profitability

Clients:

To name a few:

- Alupco
- AL Tayseer
- Modern Metal
- Bin laden (UAAC)
- Faisal Steel
- AVK Solb Steel
- BRC
- Attieh Steel
- Carrier
- L.G. York
- Zamil ABB
- AlFanan
- Schneider
- Legrand G.E
- Technosteel
- Saudi Lighting
- Al-Esra
- Alumatic
- Al Sorayi

Omar Hafiz Mattoo

General Manager - Sales JPC Saudi Arabia

Personal Summary:

Experienced, capable, result oriented, energetic, fast learner capable of leading a team to achieve the strategic growth, ability to keep a level head at all times, nurture and grow a business, evaluate opportunities and risks and also deliver innovative new solutions to challenges. Ready to learn and bring in the changes required.

Working Experience:

18+ Years of Experience in Sales/Marketing & Management

Nippon Paints: Specification Executive 2000 to 2001 (Dubai)

Jazeera Paints: Sales & Marketing Manager Industrial Paints 2001 to 2005. (KSA)

Jotun: National Sales Manager Powder coating, 2005 to 2015 (10 Years in Jotun) KSA.

Consultant at Rama Specialized Group since 2015 to 2018.

Co-Founder of Jhelum Educational Trust and London Kids Pre-School, Srinagar, J&K 2018 till date.

Duties:

- Coordinating with various business departments to ensure smooth operation of the company.
- Providing excellent customer services to key accounts.
- Identifying profitable accounts and converting them to customers.
- Using market knowledge to influence decisions regarding pricing and sales programs.
- Effective Upward and downward communication.
- Responsible for key accounts, budgeting, expenditures forecasting, receivables.
- In the field generating sales and providing services on daily basis.
- Specifying products with consultants.
- Delivering presentations.
- Appraisals, KITS, KPIs for the team.
- Sales tools implementation.
- Liaison with regional and head office for updates and implementations.
- Maintaining excellent relationships with clients.

Personal Details:

Omar Hafiz Mattoo

- Indian
- Married with 3 kids
- Presently residing in Noida, India
- Valid Indian Driving License

Languages:

- English
- Arabic
- Russian
- Urdu
- Hindi
- Kashmiri

E-Mail: (Personal)

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Mobile No: (Personal)

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+91 8587016202

Academic Qualifications

Bachelors in Engineering (Bachelors in Automation)

Don State Technical University

M.B.A. (Marketing)

Erose School of Business & Management

B. Com (Bachelor Degree in Commerce)

Kashmir University

12th PCM (Senior Secondary/10 + 2)

Aligarh Muslim University

10th (Elementary School)

B.H.S (British Missionary School)

TRANINGS:

Trained by Professionals of Rogen Si & Gustav Kaiser.

- IMP (International Management Program) Norway.
- IMIJ (Introduction to Management) Czech Republic
- SMT (Sales Management training) Oman
- SFT (Sales Force Training) Bahrain
- PSP (Presentation skill straining) Turkey
- PA (Purchase academy) Saudi
- B.M.T (Basic Management training)

Achievements:

My biggest achievement is to be a part of the Jotun team which has grown from SAR 80 Mil company to SAR 800 MIL company.

Specifying projects like Princess Noura University, KSU, Jeddah
International Airport (KAIA) KAUST. Approvals at GACA. SWCC

REFERENCES – Available on request from any of the customers or company worked for till date.

Omar Hafiz Mattoo

