

## SHABIR AHMED

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To utilize my experience, skills and creativity in an organization that would lead to the growth of the organization and well as my professional development.

### ACADEMIC DETAILS

- PGDM in marketing with 68% marks from Jyotirmoy School of Business, Kolkata
- B.A in Economics(Honours)(2013) from Guwahati University
- Higher secondary from A.H.S.E.C (2010) with 63% marks from Jagiroad college, Assam
- Secondary from S.E.B.A (2007) with 52% marks from Baha Barjary Higher Secondary School (Assam)

### PROFILE SUMMARY

- Possess strong logical, analytical, communication and interpersonal skills
- Demonstrate persistence, commitment and dedication
- High-Energy work ethic and commitment to client service
- Easily adaptable to any new technology with minimum training
- Able to work individually and in group
- Proficient in coordinating with the people, take initiative and motivate the team and team members.

### SUMMER INTERNSHIP

**Market Research and Market Development of Parag Milk Food Pvt. Ltd.(HORECA) in Hyderabad**

#### Job roles

- Responsible for selling products of the company.
- Coordinating with existing clients, dealers, and vendors for sales, queries, and any requirements.
- Responsible for increasing the market cover of the company and awareness about the product.
- Doing market research for the new product and for the requirement of the clients.

## WORKEXPERIENCE

**Worked in Arohan financial pvt ltd ( Branch Head).**

**As on date 21<sup>st</sup> may 2016 to 8sep 2017.**

### **Job roles**

- Responsible for business performance
- Business development
- Team management
- Monitoring
- Timely reporting all reports
- Maintain the customer's relations.
- Weekly branch meeting with F.O.

### **MAJOR ACHIEVEMENTS**

- Best Business achievement awards in the month of March 2017.
- Highest cross sales in month of December & March 2016-17.
- Win hero cycle award in the month of March 2017.
- Highest loan accounts disburse in the month of March 2017.
- Win best branch head awards two times.
- Always achieved target.
- Maintains healthy portfolio quality.

**Worked in Asirvad microfinance Ltd ( Area Manager) as on date 18<sup>th</sup> sep 2017 to12<sup>th</sup> july 2019**

### **Job roles**

- Setting sales targets
- Maximising sales and profitability
- Providing stimulating and supportive environment in my team
- Maintaining and increasing standards of customers service
- Driving team performance.
- Controlling the training and development of staff.

**Worked in Hero cycle as Area Relationship manager as on date 17<sup>th</sup> july 2019 to 5<sup>th</sup> August 2021.**

### **Job roles-**

1. Managing, training and motivating existing sales team to drive revenue growth
2. Develop and manage efficient distribution networks for sales

3. Develop efficient and creative sales and marketing strategies for the assigned territory and target setting for the sales team
4. Collecting customer and market feedback and reporting the same to the organization
5. Monitoring sales team performance, analyzing sales data, periodical forecasting and reporting to zonal heads

**Working in D.R Brijmohan&Sons pvt Ltd as a sales Manager as on date 10<sup>th</sup> August to at present.**

**Job role-**

1. Dealer Management and new dealer development in assign area.
2. Monitor and control the sales target with collection.
3. Track daily sales data to meet 100% sales target.
4. Vendor management.
5. Weekly wise set sales target with sales team through zoom call.
6. Conduct periodic market visit with concerned sales officer to check market coverage, competitor activity etc.
7. Manage a team of sales officer, ensure their proper working as per company guidelines.

**IT KNOWLEDGE**

- Operating system: Comfortable working in windows 7, XP, Vista & windows 8.
- Office package: MS-word, MS- Excel, MS-Power point.
- Internet: Browsing, Surfing, Downloading, and Uploading.
- Certified in Desk Top Publishing.

### EXTRA CURRICULAR ACTIVITIES

- Organized an educational tour to Kolkata on behalf of Economics department, Jagiroad college
- Did an environmental project on “Economy of Hill People”
- Won prizes in Quiz competition organized by Jagiroad College

### PERSONAL DATA

Date of Birth:	September 8, 1990
Sex-	Male
Nationality:	Indian
Languages known:	English, Hindi, Assamese & Bengali
Interests:	Playing cricket, volley ball,badminton, listening music and watching movies

### DECLARATION

I do hereby declare that the information furnished above are true & genuine to the best of my knowledge

Date:-  
Place: Guwahati



Signature



