



MOHAMMED SHOAIB FAROOQUI

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Retails Store Operations

PROFESSIONAL SNAPSHOT

- Diligent professional with 7 years of extensive experience in Retail Store Operation, Vendor Management, Warehouse Management with solid experience in customer service and staff supervision etc.
- Currently associated with Plug INS Electronic in Side Ace Hardware (Al Futtaim LLC) - Retail & Electronics as a Sales Supervisor.
- Through knowledge of warehouse methods, techniques and procedures.
- Skilled in ensuring optimum inventory for all input materials through monitoring of stock and reorder levels without hampering the production process.
- Adept in ensuring effective use of cost analysis for sourcing process, procurement costs and cost reduction metrics for the organization.
- Demonstrated talent in ensuring quality compliance as per the set guidelines in order to maintain hygiene and protect materials from damage to the facility.
- Dexterous in identifying new vendors/suppliers and negotiating with suppliers regarding price, quality, and payment terms, delivery, etc.
- Skilled at ensuring compliance to quality standards and maintaining all related documents. Good communication, interpersonal, time and team management skills.

CORE COMPETENCIES

Retail Store Management	Visual Merchandising
Warehouse Management	Delivery/ Dispatch Management
Purchase/ Procurement Operations	Supplier Quality Assurance
Customer Service Management	Stock Verification
Vendor Management	Safety/Quality Compliance
Inventory / Material Management	MIS/Documentation

EMPLOYMENT SCAN

**Plug INS Electronic and Ace Hardware at Al Futtaim LLC – Retail in Abu Dhabi
Store Supervisor and House Hold Department In-Charge || since Sept'12**

Key Deliverables:

- Managing staff, including cashiers and brand promoter's working on the floor
- Mentored and guided employees ensuring all were trained in product knowledge and capable of performing assigned duties
- Support sales floor initiatives through coaching the GUEST program, daily Briefings, and performance management around behaviors.
- Guiding and supervising employees of the concerned outlets on products display, promotion, new products, effective customer service and sales techniques
- Ensure the availability of stock for sales and demonstrations
- Collaborate with team members to achieve better results
- Maintained and built CRM records, reports, and opportunities to increase sales optimization and performance within my team.
- Actively seeking out new sales opportunities through cold calling, networking and social media
- Setting up meetings with potential clients and listening to their wishes and concerns
- Identifies market potential by qualifying accounts.
- Presentation Skills, Internal Communications, Informing Others, Verbal Communication, Closing Skills, Motivation for Sales, Sales Planning, Territory Management, Prospecting Skills, Persistence, and Meeting Sales Goals.

Previous Work Experience.

LG Electronics, Dubai || Sales Executive (Audio/Video) || Jan'10 – Aug'12

Key Roles:

- Sales Executive with experience in developing new business opportunities and growing sales from the existing Customers.
- Strong knowledge of channel sales management and direct sales principles and practices
- Excellent breadth of retail sales executive experience
- Expanded client base through cold calling to qualified prospective customers.
- Demonstrated and explained products, methods, or services in order to persuade customers to purchase products or utilize services.
- Engaged new customers and strengthened existing relationships through account management
- Provided exceptional customer services with greeting and acknowledging all customers in a friendly, professional manner
- Prepared and altered presentation contents to target specific audiences
- Learnt about competitors' products and consumers' interests and concerns in order to answer questions and provided more complete information
- Efficiently, set up and arranged displays and demonstration areas to attract the attention of prospective customers.

ACHIEVEMENTS

- Awarded:
 - Best performer by the company in GITEX.
 - Best employee of the month Many Times.
- Rewarded by the management for constantly achieving more than 100% Extended warranty target since joined.

ACADEMICS

- Bachelor in Commerce (BCOM)

IT SKILLS

- A working knowledge of IT operating systems, particularly Windows, Exchange and Word excel PowerPoint.
- Hands on experience of installing IT hardware and software. Good organizational skills.

PERSONAL DOSSIER

- Contact No.: +971 555 11 3456
- Nationality: Indian
- Date of Birth: May 19, 1987
- Languages known: English, Arabic and Urdu
- Visa status: Resident/Employment Visa
- Driving License: Valid U.A.E Driving License
- Address: Muroor, Abu Dhabi, UAE