



NASER ALI KHAN

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Transferrable Iqama and Valid KSA Driving License

Logistics Operations

9 Years in logistics operations as with Business Majors and customer service relations and 8 years of extensive experience in Sales, Marketing.

I'm a confident and driven executive looking for an opportunity to take a step up in my career and lead a team to new levels of success. I enjoy the challenge of breaking new ground in business, and I thrive on enabling my team to surpass targets. My ambition and enthusiasm have enabled me to represent some of the best-known products to national and international suppliers. I am eager to use my experience and skills to build strong customer relationships for my employer's brands and to progress within the business.

I am seeking managerial assignments and a new and suitably challenging role in Sales & Marketing Management with a growth-oriented organization would like to use my extensive sales, sales management, marketing and IT skills to lead the promotion and sale of products and services in an International company.

Professional Attributes.

*Business Development * Strategic Planning & Management * Product Management * Channel & Customer Relationship Management * Managing Business Profitably

Personal Attributes.

*Strategic & Analytical Thinking * High Initiative Level & Action Oriented* Time Management & Prioritizing * Communication & Interpersonal Skills * Diligent & Result Oriented



EDUCATIONAL QUALIFICATION

Bachelor in Commerce: B.com; Anwar Ul Uloom Degree College (Osmania University) Year 2011

Senior Secondary: C.E.C; Shuja Jr College, Hyderabad Telangana India; Year 2005

Secondary: S.S.C Medina Mission High School, Hyderabad Telangana India; Year 2003.

WORKING EXPERIENCES

1- Company Name : Energy Info Trading Company

Duration : May 2023 to Present Working

Job Profile : Operations Manager

- Develop and implement operational strategies aligned with company goals.
- Set long-term goals and performance benchmarks.
- Evaluate existing procedures and workflows to enhance productivity.
- Implement new technologies or systems to streamline operations.
- Lead, mentor, and support supervisors, team leads, and other staff.
- Manage staffing plans, recruitment, and succession planning.
- Generate detailed reports for senior leadership and provide insights for decision-making.
- Drive performance improvement initiatives based on data analysis.
- Negotiate contracts and maintain relationships with key suppliers and vendors.
- Collaborate with other departments (HR, Sales, Finance, IT, etc.) to align operational goals.

Company Name : Energy Info Trading Company

Duration : June 2022 to April 2023

Job Profile : Logistics Supervisor

- making accurate, rapid cost calculations and providing customers with quotations;
- Contact suppliers to ensure that all drop ship purchase orders were received and that deliveries will ship on time
- Maintain constant contact with vendors and shipping companies while deliveries are in route
- Prepares reports by collecting, analyzing, and summarizing information.
- Notify project management team in a timely manner if a critical delivery is going to be late.
- Work with vendors to solve invoicing issues that could delay critical shipments
- Uncommon ability to work beyond conventional business hours to complete assignments as required.
- Deliver all purchase orders to vendors either by fax, overnight mail or email
- Work with various departments to determine the amount and type of goods required
- Track orders from placement through delivery
- Seek out ways to save money on the procurement of goods and requests budget increases as needed

WORKING EXPERIENCES

2- Company Name : **Battoyor Holding Company (Heba Fire & safety Equip Co Ltd)**

Duration : **July 2016 to April 2022**

Job Profile : **Logistics Supervisor**

- Attending team meeting and sharing best practice with colleagues
- Exceptionally self-motivated and great ability to work on own initiative.
- Demonstrated positive leadership.
- Exceptional computer skills.
- Contributes to team effort by accomplishing related results as needed
- making accurate, rapid cost calculations and providing customers with quotations;
- Contact suppliers to ensure that all drop ship purchase orders were received and that deliveries will ship on time
- Maintain constant contact with vendors and shipping companies while deliveries are in route
- Prepares reports by collecting, analyzing, and summarizing information.
- Notify project management team in a timely manner if a critical delivery is going to be late.
- Work with vendors to solve invoicing issues that could delay critical shipments
- Uncommon ability to work beyond conventional business hours to complete assignments as required.
- Deliver all purchase orders to vendors either by fax, overnight mail or email
- Work with various departments to determine the amount and type of goods required
- Track orders from placement through delivery
- Seek out ways to save money on the procurement of goods and requests budget increases as needed



WORKING EXPERIENCES

3- Company Name : **Agricultural Development Company (Tanmiah Fresh Chicken)**

Duration : **Apr 2015 to June 2016**

Job Profile : **Sales supervisor**

- Maintaining staff attendance and punctuality reports.
- Maintaining accurate records of customer contracts.
- Prepares reports by collecting, analyzing, and summarizing information.

- Sells products by establishing contact and developing relationship, Journey Plan with prospects.
- Distribution of SKU as per the route Plan
- Uncommon ability to work beyond conventional business hours to complete assignments as required.
- Following Journey Plans for daily and monthly.
- reviewing your own sales performance, aiming to meet or exceed targets;
- Exceptionally self-motivated and great ability to work on own initiative.
- Demonstrated positive leadership.
- Thorough knowledge of principles, techniques, and objectives of marketing, sales, and supervision.
- Complete all required reports regarding sales and sales campaigns, market feedback and team territory management activities.
- Communicating with market management and sales management teams for a better understanding of Market trends, customer needs, product offerings, and strategic direction.
- Cover open territories by making sales calls to generate new business or to close pending business, solicit market feedback and manuscript leads.
- Complete staff assessment and performance appraisal documents.
- Interpret and analyze team sales data to forecast and enhance sales rep productivity.

4- Company Name : Jumairah Marketing (Bin Dawood Group of Company)

Duration : Nov 2012 to Nov 2014

Job Profile : Sales supervisor

- Sells products by establishing contact and developing relationship, Journey Plan with prospects.
- Maintains relationships with clients by providing support, information, and guidance; researching and recommending new opportunities; recommending profit and service improvements.
- Prepares reports by collecting, analyzing, and summarizing information.
- Maintains quality service by establishing and enforcing organization standards.
- Contributes to team effort by accomplishing related results as needed
- Following Journey Plans for daily and monthly.
- reviewing your own sales performance, aiming to meet or exceed targets;
- gaining a clear understanding of customers' businesses and requirements;
- making accurate, rapid cost calculations and providing customers with quotations;
- Attending team meeting and sharing best practice with colleagues
- Communicating with market management and sales management teams for a better understanding of Market trends, customer needs, product offerings, and strategic direction.
- Evaluates and coaches other Sales Managers to grow the sales market and increase customers satisfaction.
- Conducts training programs to educate sales professionals regarding products and programs.
- Consistently builds ongoing relationships to strengthen partnership with Capital One Auto Finance.

5-Company Name : **AI-RABIE SAUDI FOODS AND COMPANY, (KSA).**

Duration : Nov 2010 to Nov 2011

Job Profile : Sales and marketing Executive.

- Handled the tasks of dealing with customer queries
- Responsible for taking appointments for different customers
- Handled the tasks of preparing quotations for different products
- Responsible for maintaining files of sales invoice, Performa invoice and purchase orders
- Handled the tasks of promoting products and services of the organization
- Updated daily expenses of the organization
- Communicated with the purchase department regarding payment of outstanding bills
- Formulated Marketing Strategies to increase sales profit and created a client base, searched the possible customer and coordinated with them
- Developed a clientele and gained the confidence thereon with image building process of the company.
- Preparing new schemes to develop market base. Advising and negotiating on acquisitions of new products

6-Company Name : **HINDUSTAN COCA COLA BEVERAGES PVT LTD, (INDIA)**

Duration : Aug 2008 to Oct 2010

Job Profile : Sales & Marketing Executive

- Communicating with market management and sales management teams for a better understanding of
 - Market trends, customer needs, product offerings, and strategic direction.
 - Formulating the Marketing Strategies to increase the sale profit and performing all the activities.
 - Bringing revenue to the company and increase in profits.
 - Liaison with existing clients in order to generate new business.
 - Responsible for handling sales related issues.
 - Update daily report of sales team to Head office.
 - Ensure timely delivery of products to customers.
 - Responsible for checking monthly expenses.
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COMPUTER PROFILE

- OS: windows 98/ 2000/ XP Professional/Win Vista/ Win 7/ Win 8
- Good working knowledge of Word, Power Point, Excel, J.D.A and SAP, Well versed with Internet.



ACHIEVEMENTS

- I as a team consistently hit and surpass monthly sales targets.
- Presented my teams' results to the Board when required and in fortnightly sales meetings
- Made the highest revenue for the quarter six times over the span of two years. Consistently produced One of the top ten highest sales revenue
- Managed a range of medium to large retail clients in my region, up selling and cross-selling as

OTHER SKILLS

- Verbal and communication skills.
- Working knowledge of Ms-Office and Internet



PERSONAL DETAILS

- Date of Birth : 14th - Dec - 1987
- Marital Status : Married
- Nationality : Indian
- Religion : Islam
- Personality Traits : Energetic, Quick Learner and Friendly
- Hobbies : Travelling and Taste various type of Food
- Languages Known : English, Urdu, Hindi, Arabic and Telugu
- Permanent Address : Hyderabad Telangana
- Resident ID : 2417915838

DECLARATION

I hereby declare that the above-mentioned information is correct upon my knowledge. And I bear the responsibility for the correctness of the above mentioned particular.

(Naser Ali Khan)