

YOUSIF MOHAMED

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- Email: Yousif14201@gmail.com
- Date of Birth: March 6, 2000
- Driver's License: Valid
- Residency: Valid and transferable
- Willing to relocate

SUMMARY

A highly motivated and adaptable sales professional with extensive experience in both retail and commercial sales. Proven track record in delivering excellent customer service, managing sales teams, and consistently achieving or surpassing sales targets. Skilled in communication, negotiation, and problem solving, with a strong ability to thrive in dynamic environments. Proficient in building strong client relationships and effectively coordinating store operations.

EXPERIENCE

Saudi Call - Sales Representative

2022-2025

- Conducted field visits to clients, professionally presenting product features and providing appropriate quotations.
- Negotiated prices and payment terms with clients, successfully closing deals.
- Prepared daily and weekly reports on visits, sales, market analysis, and competitors.
- Expanded client base through continuous search for new marketing and sales opportunities.
- Built long-term relationships with clients to ensure ongoing collaboration and customer satisfaction.

She's - Assistant Manager

2020 - 2022

- Supervised daily store operations and managed a team of sales representatives.
- Ensured high standards of customer service and resolved customer complaints.
- Directed promotional efforts and maintained attractive store displays.
- Accurately entered and updated data in databases and administrative systems.
- Organized and archived paper and electronic files for easy access.
- Prepared periodic reports containing statistics and analyses to assist management in decision-making.

Edita - Data Entry and Administrative Officer

2022 - 2015

- Scheduled meetings and handled correspondence.
- Accurately and swiftly entered data into company systems and databases.
- Organized and archived paper and electronic documents in an orderly and accessible manner.
- Used Microsoft Office programs (Word, Excel, Outlook) to prepare daily reports and forms.
- Ensured the accuracy and correctness of entered information, reviewing it periodically to avoid errors.
- Coordinated with various departments to update data as needed.

SKILLS

- Accurate data entry
- Proficient in Microsoft Office
- Negotiation and persuasion
- Customer service
- Time management
- Working under pressure
- Report writing
- Effective communication
- File coordination and archiving
- Teamwork
- Sales and upselling
- Inventory management
- Problem-solving
- English language proficiency

EDUCATION

Faculty of Arts - Zagazig University
Bachelor's Degree (2018-2022)