



SHAHID MUNEER

SALES EXECUTIVE

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- LOCATION: ABUDHABI, UAE
- NATIONALITY: INDIAN
- VISA STATUS: RESIDENT VISA
- PASSPORT NO: B0945599
- DOB: 18/10/1996
- MARITAL STATUS: SINGLE

EDUCATION

- **BACHELORS IN ELECTRICAL AND ELECTRONICS**
Al Ameen Engineering College, Shoranur.
Accredited to AICTE and APJ Abdul Kalam Technological University, Trivandrum.
(Incomplete)
- **SECONDARY EDUCATION**
Govt HSS Chundambatta (2012-2014)
- **SCHOOL EDUCATION**
Govt HSS Chundambatta (2003-2011)

LANGUAGES

- | | |
|-------------|----------------|
| ▪ ENGLISH | - PROFICIENCY |
| ▪ HINDI | - PROFICIENCY |
| ▪ MALAYALAM | - PROFICIENCY |
| ▪ ARABIC | - INTERMEDIATE |
| ▪ TAMIL | - SPEAK |
| ▪ SPANISH | - BASIC |

LOOKING FOR A REWARDING ROLE AS A PROFESSIONAL WHERE TO ACCELERATE MY SALES CAREER BEING ACCOMPLISHED



EXPERIENCE

SHIFT SUPERVISOR–ADNOC (Abudhabi national oil company) Sep 2022 – Till today.

- ✧ Plans, schedules, supervises and ensures that all Gas Station attendants, lube attendants and cashiers are adhere on store policies and procedures.
- ✧ Makes sure that environment is always clean and hygiene.
- ✧ Controls inventory and order as per requirements.
- ✧ Prepares sales reports, shift end reports, reconciles accounts daily/weekly and other reports as per requirements of management.
- ✧ Acts as a mediator and resolves the customer complaint before the situation escalates.
- ✧ Recommends and implements measures to improve worker motivation, equipment performance, work methods, or customer services.
- ✧ Prepares, Compiles, and submits reports on work activities, operations, production or work related accidents.

COMPUTER SKILLS

- MS OFFICE
(WORD, EXCEL, OUTLOOK, POWERPOINT)
- LIGHTROOM
- PHOTOSHOP
- DAVINCI RESOLVE VE
- UNREAL ENGINE(BASICS)

SKILLS

- Good Communication Skill
- Multilingual Proficiency
- Active Listener and Fast Learner
- Teamwork & Leadership Flexibility
- Responsible and Innovative
- Ability to Handle Pressure and Goal Achiever
- Customer Handling and customer Satisfaction
- Highly Organized and Accurate
- Focused and Precise
- Business knowledge
- Manual dexterity
- Utilizing every tool
- Honesty and patience
- Time management
- Plumbing code
- Flexible and Adaptive to Changes
- Interpersonal communication

▪ Basic fire fighting training

▪ Indian driving licence

Licence no: 52/3731/2015

Class of vehicle 1) M/C With gear

2) LMV

SALES ATTENDANT–ADNOC Dec 2019 – Sep 2022

- ✧ Greets customers and offers assistance.
- ✧ Ensures a high levels of customer satisfaction through excellent sales service
- ✧ Recommends and displays items that match customer's needs
- ✧ Stocks merchandise and creates likely displays
- ✧ Actively involves in maintaining and receiving of new products
- ✧ Accurately describes product features and benefits
- ✧ Informs customers about sales, promotions and policies
- ✧ Demonstrates how products work
- ✧ Solves every complaint without having any issues.
- ✧ Takes payments for purchases and packages purchases if needed.

ELECTRICIAN AND PLUMBER – June 2016 – Nov 2019

- ✧ Installed and repairs electrical wiring, systems and fixtures.
- ✧ Installed systems for control and lighting systems.
- ✧ Inspected electrical systems and Prepared bids budgets and cost estimates.
- ✧ Read technical and wiring diagrams, including blueprints.
- ✧ Learned and adhered to state and local regulations based on the national electrical code.
- ✧ Ensured piping complies with electrical codes.
- ✧ Installed circuit breakers and other electrical hardware.
- ✧ Assemble, install, maintain and repair pipes and valves
- ✧ Collaborate with general contractors and other electricians.
- ✧ Responded to diagnose and resolve all electrical and plumbing emergencies
- ✧ Carried out Light construction, carpentry, painting, plastering, flooring, ceiling and cement works as required