

ALEX ZARAFI

Sales Executive



ABOUT ME

I have helped companies and business meet targets and reduce cost even as we build and retain customers with high level of customer satisfaction. I am Focused and very flexible, with the ability to meet sales targets and KPIs. I can coordinate workers, complete tasks and make customers have the best buying experience from my excellent customer service. Above all else, I am committed.

CONTACTS

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No. 242 behind NYSC secretariat,
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930272

SKILLS

Sales
Customer service
Communication
Teamwork
Interpersonal skills
Deal making
Administrative

LANGUAGES

English
Turkish
Hausa
Mwagavul

HOBBIES

Driving, reading, football,
debates and keeping company
with my woman.

WORK EXPERIENCE

Sales Executive

Houseland Properties / Dubai / May 2020 - Dec 2020

- Finding and listing premium properties for rent or sale.
- Updating property listings on Bayut.com and property finder, the top real estate portals in the UAE.
- Visiting, inspecting and propping apartments ready for client viewing.
- Providing top notch customer service to all our clients from around the world.
- Working with other agents when necessary to ensure the customer gets the property they love and meet their needs.
- Boosting sales by organising open day for our local and international clients and making deal closing presentations that helps us meet targets.
- Working with the best developers in the UAE like Sobha, Emaar and SLS which increases our inventory and variety offerings in the best locations.

Sales assistant

Gulf marketing Group, Sun and Sand Sports / Sharjah / Jan 2020 - Jun 2020

- Sales
- After
- Providing exceptional customer service
- Having indept product knowledge to better serve customers with specific needs
- Stock management and control for easy access and customer service

Administration assistant/Receptionist

Ingate Hotel / Famagusta / Jun 2018 - Apr 2019

- Ensuring all supplies for the hotel and restaurant are readily available.
- Increased efficiency by ensuring timely checkin and checkout for all guest.
- Reduce waste and cost by multitasking, coordinating shifts and the efficient running of the restaurant and hotels. Based on my previous work experience, I was also the cashier and barman.
- Responded to telephone inquiries and emails from guests and ensuring suppliers meet agreed schedules.

EDUCATION

Master of Science

California & Ubiquity university
2019

Entrepreneurship and Social Innovation

Higher National Diploma

Association of Business Executives, UK
2013

Higher Diploma in Marketing
Management

Executive Certificate in Management and Administration

Accra, Ghana & Logos Graduate School
2013