

Last Updated : **February 22, 2018**

## **SAEID MOHAMMAD SHUBAN**

Address: 29/11 Ali Manzil Jalalabad R/A, Sylhet  
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### **Career Objective:**

Looking for where, there is scope for demonstration always on a look out for a positive and bigger outlook, currency are ideas, thrive on imagination and passion, rigorous thinking and boundless curiosity, sets levels and standard that exceeds except

### **Career Summary:**

Supervising the sales and marketing procedure of the firm to identify new markets, through out my Research, Strategies, Promotions, Campaigning programs, & ensuring development of Brand Image. Assist the Head of sales & distribution in field sales & operational management. Lead the sales team towards achievement of the organizational goal. Beside this provide admin support to HR dept. & perform other official duties as needed & directed by Management.

### **Special Qualification:**

- => Proven skill on direct sales & marketing
- => Presentation, Interpersonal & Motivational factors & the ability to work under pressure
- => Have the ability to achieve the target
- => Experiences to make Reporting, Presentation, & Social Working

### **Employment History:**

**Total Year of Experience : 2.5 Year(s)**

#### **1. Territory Manager ( February 1, 2018 - Continuing)**

##### **Daraz Bangladesh Limited**

Company Location : Green Grandeur, 8th Floor, 58/E, Kamal Attaturk Avenue, Banani, Dhaka-1213

Department: Sales

##### **Duties/Responsibilities:**

1. Manage retail outlets
2. Develop healthy business relationship
3. Monitor retail wise sales
4. Ensure individual retail wise target achievement.

#### **2. Sales Executive ( June 15, 2016 - July 14, 2016)**

**OPPO Bangladesh Communication Equipment & Co. Ltd.**

Company Location : Sylhet

Department: Sales

**Duties/Responsibilities:**

Manage retail outlets, develop healthy business relationship and monitor retail wise sales. Ensure individual retail wise target achievement. Daily retail visit & send visit feedback report to line manager. Listen to customer requirements and presenting appropriately to make a sale. Check the quantities of goods on display and in stock of OPPO Showroom. Negotiate the terms of retail agreement and close sales. Gather market and customer information and provide feedback on buying trends. Represent OPPO Smartphone at trade exhibitions, events and demonstrations. Identify new markets and business opportunities. Gaining a clear understanding of customers' businesses and requirements. Feeding future buying trends back to employers. Attending team meetings and sharing best practice with colleagues.

**3. Executive ( March 1, 2015 - June 14, 2016)****Pedal House**

Company Location : 42/A Kumarpura Rd Sylhet

Department: Marketing & Sales

**Duties/Responsibilities:**

Supervising the sales and marketing procedure of the firm to identify new markets, through out my Research, Strategies, Promotions, Campaigning programs, & ensuring development of Brand Image.

**4. Internee ( April 2, 2014 - July 1, 2014)****Leading University, Sylhet**

Company Location : Surma Tower, Court Point, Sylhet

Department: Admission Office

**Duties/Responsibilities:**

Encourage and motivate new students, providing information to them about the facilities of university, etc.

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBA	Finance & Banking	Metropolitan University, Sylhet	Enrolled	2016	-
BBA	Finance & Banking	Leading University, Sylhet	CGPA:2.89 out of 4	2014	2010-2014
HSC	Business Studies	Madan Mohan College Sylhet	CGPA:3.6 out of 5	2009	2007-2009
SSC	Business Studies	Police Line High School, Sylhet	CGPA:4 out of 5	2007	-

**Career and Application Information:**

Looking For : Mid Level Job  
 Available For : Full Time  
 Present Salary : Tk. 20000  
 Expected Salary : Tk. 20,000  
 Preferred Job Category : General Management/Admin, Customer Support/Call Centre  
 Preferred District : Dhaka, Sylhet  
 China, Germany, Netherlands, Qatar, United Kingdom,  
 Preferred Country : United States, Brazil, Canada, Singapore, United Arab  
 Emirates  
 Preferred Organization : Advertising Agency, Multinational Companies, Textile, Hotel,  
 Types Airline, Call Center, Tobacco, Satellite TV, Financial  
 Consultants, Departmental store, Film Production, Ice  
 Cream

### **Extra Curricular Activities:**

President of Leading University Photographic Society (2013-14). Vice President of Orpheus  
 Bolt from the rock (2013-14). Secretary of Leading University Photographic Society  
 (2012-13). Joint-secretary of Leading University Cultural Club (2012-13).

### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium
hindi	Low	Low	Medium

### **Personal Details :**

Father"s Name : Mr. M. A. Muhit  
 Mother"s Name : Mrs. Sufia Akther  
 Date of Birth : February 10, 1992  
 Gender : Male  
 Marital Status : Single  
 Nationality : Bangladeshi  
 Religion : islam  
 Permanent Address : 29/11 Ali Manzil Jalalabad R/A, Sylhet  
 Current Location : Sylhet

### **Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Tanvir Ahmad Torophder	Tajruba Dilshad
Organization	: Ministry of Foreign Affairs, Bangladesh	The City Bank Limited
Designation	: Assistant Secretary	Manager, Structured Finance Wholesale Banking
Address	:	
Phone (Off.)	:	
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Relation	: Family Friend	Relative