



## EMPLOYMENT

2018 - Current

# Ammar Gubara Abdalla

- + Dependable, resourceful and detail-oriented professional with considerable experience in general accounting and Office Administration, including purchasing, marketing and sales support.

## **BUSSINESS DEVELOPMENT MANAGER IDCO CO.LTD DUNLOP TYRES SUDAN**

- + Coordinating with both internal and external customers to ensure appropriate product selection.
- + Forecasting product needs through close communication with cross-functional departmental managers.
- + Spearheading comprehensive procurement activities—including supplier selection, contract negotiation, cost reporting, and estimating—while leading departments of up to 6 employees.
- + Manage account relationships, contract negotiations, sales, pricing, billing, and logistics
- + Collaborate with cross-functional teams to improve customer service experience
- + Perform market research on competitive landscape and industry trends
- + Train and mentor new sales representatives
- + researching clients and markets
- + liaising with clients, agency staff and external suppliers of goods and services
- + developing ideas for promotional marketing campaigns
- + reporting to the account manager
- + monitoring the progress of work and producing status reports
- + compiling budgets and costing supplies and projects
- + preparing and checking invoices and bills
- + maintaining information on projects and clients
- + assisting in the preparation of presentations to clients
- + carrying out a variety of administrative tasks

2016 - 2017

## **FLEET SALES EXECUTIVE (NISSAN) BSHIR MOTORS\_-ALNFIDI GROUP**

- + Act as Brand ambassador by marketing and selling the company product
- + Builds business by identifying and selling prospects maintaining relationships with client
- + Closes new business deals by coordinating requirements; developing and negotiating contracts; integrating contract requirements with business operations
- + Prepares reports by collecting, analyzing, and Maintains quality Service by establishing and enforcing organization standard

2015 - 2016

- + Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications
- + Contributes to team effort by accomplishing related results as needed
- + Locates or proposes potential business deals by contacting potential partners; discovering and exploring opportunities

**CONTACT AGENT CUSTOMER SERVICE (ZAIN) CO.LTD**

- + Assisted customers with their queries and problems by phone and e-mail
- + Established and maintained contacts with new and existing customers as per the direction of the supervisor
- + Helped customers place new orders easily
- + Forwarded important and serious matters to the seniors
- + Transferred urgent calls to the required departments quickly
- + Entered and updated new customer details in the customer relationship management software according to administrative guide lines
- + Achieved set targets of the firm by the stipulated deadline

2014 – 2014

**SALES EXECUTIVEV SAMASHOW DEVELOPMENT TRADING &SERVICES**

- + building prospective clients interest up about product and services
- + Arranging press conferences, seminars, and workshops across different locations for promoting the newly launched products
- + Designating promotional tasks to the subordinates for promoting the products at various construction sites
- + Researching about the competitors' products and their price
- + Monitor customer satisfaction, implementing procedures and Activities to compile client feedback.
- + Develop solid, long-term relationships with prospects and maintain existing customer's relationship within the commercial construction industry

**TRAINING**

- + Basic tyre training IDCO CO.LTD
- + Safety information –PCR-4\*4-LTR TYRES
- + Basic Automotive – Bashir Motors Company
- + zain product and services Zain Sudan company

**EDUCATION**

2015-2017

**MBA, MASTER OF BUSINESS ADMINISTRATION** SIU Sudan

2010-2014

**B.S. MANAGEMENT/MARKETING (HONORS) DEGREE** Khartoum university

2006-2009

**DIPLOMA IN IFOTRMATION TECHNOLOGY** future university

**Licenses & Certifications**

- o **Social media marketing** – eMarketing Institute.
- o **Customer Relationship Management** – HP LIFE E LEARNING.
- o **Selling online** – HP LIFE E LEARNING.
- o **Sales forecasting** –HP LIFE E LEARNING.

**REFERENCES**

- + Available upon request