



Abdullah Syed

Marketing , Sales team
Members Administrative Assis-
tant cum Receptionist

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Languages

Arabic (Fluent)

Urdu (Native)

English (Fluent)

Hindi (Native)

About

I am a customer-focused retail professional with experience in driving sales growth through effective product recommendations and engaging interactions. Fluent in English, Urdu, and Hindi, I excel in dynamic retail environments and consistently enhance customer satisfaction.

BRANDS WORKED WITH

B2B Growth Hub

Bullinfotech

Equator International

Nextgen Hotel

2MM coffee

Experience



● Marketing and Sales TeamMember

B2B Growth Hub | Jul 2023 - Oct 2023

Created promotional content, raising brand visibility by 15%. Managed social media, boosting engagement. Increased sales by 12% through customer interactions.

● Admin Assistant

Bullinfotech | Jan 2022 - Aug 2022

Assisted project managers in planning and executing various projects, ensuring adherence to project timelines and deliverables. Monitored project budgets, tracked expenses, and prepared financial reports to ensure cost-effectiveness and adherence to financial guidelines. Supported all company policies and procedures, contributing to a productive and positive work environment.

● Sales TeamMember

Equator International | Jul 2019 - Aug 2019

Drove sales growth by 15% through effective product recommendations and upselling strategies. Jul-Aug 2019
Engaged with 50+ customers daily, achieving a satisfaction rate. Surpassed monthly sales targets by 20%, earning recognition as top performer. Managed inventory levels, reducing stock discrepancies.

● Receptionist

Nextgen Hotel | May 2019 - Jun 2019

Streamlined front desk operations, cutting check-in time. Maintained accurate records, reducing errors. Welcomed multiple visitors daily, maintaining a high satisfaction rate for customer service. Managed a busy multi-line phone system, reducing wait times.

● Barista

2MM coffee | Mar 2019 - Mar 2019

Delivered total customer satisfaction by providing exceptional service and building rapport with customers. Developed a thorough knowledge of products to educate and assist customers effectively. Brewed 50 cups daily, delighting customers and effective with coffee machine usage.

Education & Training

2022 - 2023

● Brunel University

Certification, Employability

2020 - 2024

● Brunel University

Bachelor's degree , Business management Marketing (Hon)

2010 - 2019

● **Indian School Salalah**

Diploma , Commerce and Maths