

# ABEER KHALEEL

## SALES REPRESENTATIVE

### CAREER OBJECTIVE

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I have two years experience in sales, I'm a team player that can be counted on to help achieve our goals. I have leadership and organizational skills, and meticulous attention to detail. I'm seeking to gain more experiences and to learn new skills and take on more responsibility.

### CONTACT ME HERE:

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Mobile: 0562154112  
Email: Abeerkhaleelm1@gmail.com

### EXPERIENCE

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#### Sales Representative

*AL-MANEA COMPANY | JUL 2018 - MAR 2020*

- Be knowledgeable about the product
- Meeting or exceeding sales goals
- Identify prospective customers, lead generation and conversion
- Contact new and existing customers to discuss needs
- Emphasize the features of products to highlight how they solve customer problems
- Answer questions about the products
- Negotiate prices and terms and prepare sales agreements
- Collaborate with colleagues to achieve goals
- Maintain contact lists and follow up with customers to continue relationships

### COURSES

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- English courses for two years from the Arab Open University
- English courses from Al-Almyah Institute
- A course for Al-Essa Electrical Appliances Company

### EDUCATION

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#### Al-Almyah Institute

*DIPLOMA IN PROGRAMMING TECHNOLOGY, 2011*

### SKILLS

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- Effective Communication
- Target Oriented
- Problem Solving
- Customer Oriented
- Microsoft Office
- Persuasion
- Time management