

KHALIL RESHA

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Proven expertise in managing sales operations and customer relationships, with a focus on driving market growth and closing deals. Skilled in market research, competitor analysis, and sales negotiations. Adept at overseeing inventory control and supplier interactions from previous roles. Holding a Bachelor's degree in Economy, I seek a challenging position where my skills, education, and experience will contribute to achieving organizational goals and enhancing overall performance.

EXPERIENCE

NOV 2023 – JUN 2025

SALES MANAGER, PROPOLYMER PLASTICS LIMITED, TEMA, GREATER ACCRA, GHANA

- Manage customer relationships and resolve issues to ensure satisfaction and close deals.
- Conduct market research to identify and open new market opportunities.
- Monitor competitor activities and product trends.
- Negotiate and close sales deals effectively.
- Meet with clients to deliver presentations and explain product and service offerings.
- Explain sales and pricing policies to customers.
- Conduct meetings to reinforce goals and procedures, leading to increased sales.
- Develop and implement business strategies and sales plans.
- Maintain visibility in the marketplace by participating in industry and community activities.

JAN 2023 – OCT 2023

STOCK CONTROLLER, SPOT DESIGN S.A.R.L, BEIRUT – LEBANON

- Forecast supply and demand to prevent overstocking and running out-of-stock (OOS).
- Enter purchase details (vendors information, invoices and pricing) into internal databases.
- Place orders to replenish merchandise as needed.
- Track shipments and address any delays.
- Oversee storage of products, particularly of fragile items.
- Evaluate suppliers' offers and negotiate profitable deals.
- Coordinate regular inventory audits.
- Liaise with warehouse staff and other internal teams to test products' quality (status upon delivery and storage conditions).
- Keep updated inventory records (including daily shipments).
- Ensure purchases do not exceed budget.

JAN 2020 – OCT 2022

WAREHOUSE ASSISTANT, BIG DEALS, BEIRUT – LEBANON

- Handle clients' and corporates representatives' queries and ensure quality of resolution within TAT.
- Maintained accurate inventory records to provide data for use in audits and completion of order requests
- Operated Norea scanners to track merchandise and verify contents of containers.
- Stocked warehouse efficiently by comparing item numbers with storage locations.
- Placed incoming inventory in optimal storage locations to promote continued accuracy and easy retrieval.
- Kept warehouse areas free of debris and safe for all employees with proper storage and maintenance of machinery, tools, and supplies.
- Recorded information, shortages, and discrepancies to keep records current and accurate.
- Moved and lifted heavy loads of merchandise using forklift's equipment.
- Coordinated efficient shipping and receiving for five trucks in average each day while implementing continuous improvement strategies to optimize team performance.

MAR 2019 – OCT 2019

STOREKEEPER, DELI.CO, BEIRUT – LEBANON

- Check inventory records for accuracy.
- Compile reports on various aspects of changes in production or inventory.
- Keep records of items shipped, received, or transferred to another location.
- Find, sort, or move goods between different parts of the business.
- Filled orders by gathering merchandise specified in requisitions.
- Monitored merchandise on shelves and in storage using inventory control system.
- Stocked storerooms and adjusted minimum and maximum par levels in automated inventory system.
- Documented shipping and receiving records to confirm receipt of orders.

JUN 2017 – JAN 2019

CASHIER, AL REEM RESORT, TARTUS – SYRIA

- Restocked, arranged, and organized merchandise in front lanes to drive product sales.
- Reconciled cash drawer at start and end of each shift, accounting for errors and resolving discrepancies.
- Checked identification of proof-of-age and refusing alcohol and tobacco sales to underage customers.
- Helped customers complete purchases, locate items, and join reward programs to promote loyalty, satisfaction, and sales numbers.
- Counted cash in register drawer at beginning and end of shift.
- Processed POS transactions, including checks, cash and credit purchases or refunds.
- Reviewed and resolved differences between accounting information and cash drawer.
- Checked prices for customers and processed items sold by scanning barcodes.

EDUCATION

SEPTEMBER 2018

BACHELOR OF ECONOMY, TARTOUS UNIVERSITY, SYRIA

SEPTEMBER 2013

HIGH SCHOOL DIPLOMA, NAARA SECONDARY SCHOOL, SYRIA

SKILLS & ABILITIES

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| • Microsoft Office | • Inventory Control | • Sorting |
| • Utilization Reporting | • Shipping and Receiving | • Stock Control |
| • Storage Organization | • Budgeting | • Recordkeeping |
| • Shipping and Packaging | • Sales | • Warehouse Operation |
| • Scheduling | • Sales Goals | • Forklift Operation |
| • Inventory Maintenance | • Product Sales | • Packaging |

REFERENCES

Available upon request.