

MUHAMMAD ARSLAN DILBAR

Jubail, Saudi Arabia • 966-580972103 • marslandilbar@gmail.com



Resume Title

Accomplished Marketing and Sales Leader with a proven track record of innovative and successful new product introductions for service provider and enterprise solutions. Key relationship manager with engineering, partners and channels. Outstanding product marketing and product management skills and the ability to coordinate cross-functional teams to deliver impactful results.

Areas of Expertise

- New Business Development
- Customer service
- End User Approvals
- Key Account Development
- Office Administration

EDUCATION

Master of Business Administration (Sales & Marketing) | University of central Punjab, Lahore, Pakistan

Bachelor of Commerce | University of the Punjab Lahore, Pakistan

EXPERIENCE

ERNE FITTINGS MIDDLE EAST CO LTD, Jubail, Saudi Arabia 2017 to Present

Assistant Sales Manager

Key Accomplishments:

- Handling all sales activities (Offers / orders follow up)
- Main area of sales are Saudi Arabia, UAE, Kuwait, Oman, Bahrain, Qatar, Egypt
- Working on Saudi Aramco projects with national and international EPC's / fabricators and traders.
- Handling all project base requirements, documentations.
- Handled Aramco direct orders as per there work structure of orders and offers on SAP (Ariba) portal.
- Experience in dealing with approved Aramco vendors and stockiest
- Have complete knowledge of end user specifications like Shell (MESC), ADNOC, KNPC, PDO, and Aramco.
- Sound knowledge in piping materials.
- Achieving yearly targets
- Coordinating with inter departments to complete and deliver orders on time
- Have sound Knowledge of all international codes and standards of materials
- Handling customer complaints
- Payment follow-ups
- Visiting customers quarterly
- Well known of Saudi import and export procedure like clearing of shipment, scheduling shipment and customs clearance with duties.
- Having experience in dealing with SASO/SABER, regulator and non-regulator goods imported to Saudi Arabia.
- Having sound knowledge in latest incoterm and mode of inland, sea and air shipments.
- Knowledge of laws, regulations and ISO requirements

PROJECTS HANDLED (YEARLY DEFINED):

- Haradh gas compression project with Asia Steel & Tecnicas, (End user Saudi Aramco 2018)
- Dukhan Degassing Station project with M/S Arabian Pipeline supply FZCO (End User Qatar Petroleum 2018)
- Asfoor water Injection Project with Petrogas Piping Middle East FZCO (End user PDO 2019)
- Haradh Gas Modular Skids project with Petronash, Alderlay, Zamil heavy industries ((End user Saudi Aramco 2019)
- Water handling and debottlenecking project in Haradh with Saudi services for Electro mechanical (End user Saudi Aramco 2019)
- Haradh satellite gas compression project with Tekfen (End user Saudi Aramco 2019)
- West Qurna Iraq project with PFF Middle East FZCO (End user Exxon Mobil 2019)
- Dukhan Fields Project with PFF Middle East FZCO (End user Qatar petroleum 2019)
- GTN Project with Kaddas Oil Field Supply (End user Tatweer Petroleum 2020)
- GTN Project extension with Kaddas Oil Field Supply (End user Tatweer Petroleum 2021)

ARAB CIRCLE CO LTD, Dammam, Saudi Arabia, 2016 to 2017

Sales Executive

Key Accomplishments:

- Achieve highest company sales regarding Laboratory machines & items of the year during second quarter from starting with the organisation.
- Consulted with prospective clients on how to incorporate legal and regulatory compliance to improve their trade workflows
- Engage new customers and strengthened existing relationships through account management.
- Payments follows and receivables.
- Key account management

ARRAZI CLINICS, Jubail, Saudi Arabia, 2015 to 2016

Sales Coordinator /Admin Assistant

Key Accomplishments:

- Effectively coordinated with marketing team to ensured sales process smooth by answering customer queries on time.
- Actively support the admin manger regarding his daily responsibilities and maintained the meeting records as well as follow-up with clients and other business partners.
- Evaluated and reviewed complaints received from customers and recommended corrective action to the applicable business unit and function.

Personal Info:

- Nationality: Pakistan
- Date of Birth:18-June-1990
- Sponsorship Status: Valid & Transferable
- Driving License: Saudi Arabia
- Languages: English, Arabic(Beginner)
- Marital Status: Married

Reference:

Will be provided on request. Thanks for your time and Consideration.