



ASHOK KUMAR SAH

Accountant / Sales Executive / Manager

+971-567114283

Sahashok2000yahoo@gmail.com

EDUCATION

Bachelor of Business Administration

Madurai Kamaraj University

2007 - 2010

EXPERTISE

Accounting

Sales & Marketing

Managing

LANGUAGE

English - FLUENT

Hindi - FLUENT

Experience

● **September 2022 – September 20233**
Jagdamba Motors Pvt. Ltd., Kathmandu, Nepal
Sr. Regional Sales Officer

1. Prepared cost benefit analysis for prospective and existing customer to help guide purchasing decisions
2. Increased customer purchases by implementing improvement strategies based on performance analysis.
3. Maintain accurate data outlining sales, expenses and staff activities.
4. Confidently demonstrated and presented new products to prospective customers, handling objections effectively to closes sales
5. Reviewed and improved sales performance to routinely meet or exceed targets.
6. Reviewed sales activities and identified root cause of under performance to drive measurable improvement.

● **2021-2022**
Aisha Automobiles Pvt. Ltd., Mahendranagar, Nepal
Manager

1. Addressed customer issues with comparison and professionalism ensuring swift successful resolution.
2. Managed staffing schedules for high numbers of employees delivering operational efficiency whilst remaining under budget.
3. Conduct audits and risk assessments to achieve regulatory compliance,
4. Developed strong team by skilfully recruiting, orienting and training loyal, hardworking employees.
5. Unskilled staff through targeted training opportunities, enhancing team capabilities.
6. Utilised knowledge and research methods to benchmark planning activities and drive best practice results.

PERSONAL DETAILS

DATE OF BIRTH:- 14 – OCT - 1985

NATIONALITY :- NEPALI

MARITAL STATUS :- MARRIED

VISA STATUS:- VISIT

GENDER:- MALE

PASSPORT NO :- PA1447245

CERTIFICATIONS

CSP – CERTIFIED SALES PROFESSIONAL

CSE – CERTIFIED SALES EXECUTIVE

(REGIONAL SALES CONTEST)

● **2011-2021**

Shree Ramjanaki Auto, Bardibas, NepalA

Accountant and Sales Executive

1. Prepare VAT and Income Tax forms for commercial and individual clients.
2. Maintain integrity of general ledger, including charts of accounts
3. Analysed monthly reporting to reconcile general ledger.
4. Accurately documented all cash, credit, fixed assets, accrued expenses and line of credit transactions.
5. Analysed monthly balance sheet accounts for corporate reporting,
6. Prepared cost benefit analysis for prospective and existing customer to help guide purchasing decisions
7. Ability to handle multiple projects simultaneously with a high degree of accuracy.
8. Confidently demonstrated and presented new products to prospective customers, handling objections effectively to closes sales

● **PROFESSIONAL SUMMARY**

Confident individual with experience thriving in target driven environments, seek sales officer position. Build rapport through excellent communication to secure profitable deals. Enables project success through committed teamwork. Skilled clerical team member knowledgeable about the accounting and book keeping practices. Reliable in maintaining records accuracy and complete compliance with standards. Proactively seeks out and helps resolve variances. To seek and maintain full time position that offers professional challenges utilising interpersonal skills, excellent time management and problem-solving skills. Details oriented team players with strong organisational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy.