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- Maghreb Al Arabi Street
 Building 76 Moulay
 Rachid District (laayoune)
 70000
 Nationality: Moroccan

♦ ACHIEVEMENTS:

- Successfully achieved targets within the set deadlines.
- Successfully sold and marketed the products in international markets.
- Increased client's satisfactions rates through the provision of excellent sales and aftersales services.

SKILLS:

- Operating system
 (SAP, Word, Excel,
 PowerPoint, Access,
 Publisher).
- **\rightarrow** LANGUAGES:

English OOOOO
French OOOOO
Arabic OOOOO
Spanish OOO
Turkish OOO

HIND BRIK

SUMMARY

A motivated, adaptable sales representative with 7 years of professional experience. Excellent customer service and customer retention. I will invest the professional and technical skills developed through past work experiences in this field.

I have a methodical, customer-focused approach to work and a strong drive to see things through to completion.

WORK EXPERIENCE

♦ November – Till Now

Purchasing Manager | AYSAR CONSTRUCTION S.A.R.L.

- Evaluated suppliers' proposals.
- Conducted negotiations with strategic suppliers in terms of price, quality and terms of payment.
- Diversify and update the portfolio of strategic suppliers.
- Contribute to increasing financial results while strengthening the negotiation of purchasing conditions in connection with the financial service "term of payment, schedule, delivery time...".
- Carry out a permanent watch on the market and be a force of proposal (New suppliers, new articles...).
- Ensuring a monthly reporting of the dashboard relating to strategic purchases. "Through BATIGEST".

♦ May 2022 – September 2022

- ♦ Sales Advisor | MARSA CONSEIL
 - Study and implement Business plan.
 - Bring valuable ideas to the entrepreneur to take care of the preparation and
- the realization of his project.

♦ Dec 2016 - Dec 2021

- Sales representative OCEAMIC LAAYOUNE II
 - Client portfolio management.
 - Ensure the sales negotiations and the follow-up of the execution of the contracts of exports.
 - Supervise the administrative procedures related to operations (invoicing on SAP system) and manage payment collection.
 - Communicate new orders to the production department and ensure their programming according to schedules. (Follow production, packaging and placing orders until receipt).
 - Prepare periodic reports on sales activity.
 - Ensure and supervise the commercial part of the audit (IFS, BRC, KOSHER)
 - Coordinate with all services and departments of the company (Quality, purchasing, accounting, warehouse, production, etc.) to ensure the proper application of procedures.
 - Participation in the international fair (SEAFOOD BRUSSELS 2018).



♦ March 2015 - Dec 2016

- Purchasing Manager Assistant | OCEAMIC LAAYOUNE II
 - Prospecting new suppliers.
 - Ensuring compliance with the purchasing process and negotiating the method of payments.
- Follow up the files and procurement for the material needed in the packing department.

LICENSES

September 2020 - June 2023

BACHELOR'S DEGREE FINANCE-ACCOUNTING

• International University of Agadir. Universiapolis (Annex Laayoune)

■ DIPLOMA

- **September 2012 June 2014**
 - Diploma of specialized technician in secretarial management (OFPPT)

ECERTIFICATIONS

- **April 2015 June 2015**
 - Course certificate in Business and Professional English Center (B.P.E.C).
- ♦ Juliet 2014 September 2014
 - Emerging Skills Training at AMIDEAST Laayoune.