

BIROL KAYA

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Summary

I have been very hungry for learning at all time. do enjoy working for myself meet new people have a lot of happy clients who then send me their friends and family referrals.

Experience

Director of The Bodrum Homes

04/2011 to 03/2020

Self Employed

Bodrum, Turkey

I set up my own company mostly selling properties in Bodrum Turkey. I sold mainly individual properties in different development. most of the properties belonging to my existing clients who bought them of me while I was working for different companies. I managed my own marketing and advertising client meetings greeting. viewing the propertie, arrangement of power of attorney from UK or worldwide. Making by sure buying clients got their properties totally diligen. Selling clients got their funds from the Lawyers.

- Supported my buyers and sellers in improving operations and resolving issues to deliver top-notch customer service.
- Improved company customer service rating by 100% by my clients

Sales Manager for Artev Golabal

04/2008 to 11/2010

Artev Global

Kusadasi , Turkey

I set up and trained My own sales team while I joined the company. I did client handling , client qualification and made sure I give right client to most suitable sales consultant. Making sure the deposit handling and sales contracts were done correctly. Arranging exhibitions meetings and greeting possible buyers, arranging viewing trips to come and view the projects area and have company informatio.

- Managed team of 8 employees, overseeing the hiring, training, and professional growth of employees.
- Monitored multiple databases to keep track of all company inventory.
- Coordinated with sales staff and agents to ensure the effective implementation of meeting greeting client touring is done to perfection .
- Adeptly handled clients and agents inbound calls dail , generating and maximizing sales annually.
- Continually met sales taff targets through dedication to perfection and continued to increase sales.
- Delivered an exceptional level of service to each customer by listening to concerns and answering questions.
- Received consistently positive feedback from clients and give them the best service, continually working with energy and enthusiasm.
- Implemented new team onboarding program, reducing training time from 4 weeks to 2.
- Developed expertise and knowledge in property sales to ensure consistent delivery of outstanding after sales services provided to clients.
- Facilitated the continued progression of sales and bulk sales through dedicated approach to agents and client.
- Generated dosens of sales via referrals from happy client.

Sale Consultant

01/2006 to 03/2008

Headlands International

Bodrum, Turkey

I joined the company for new Bodrum office, After couple of months training and shadowin, I started meeting clients showing them properties and developments,giving them information about area, country and way of living culture ext. introducing them to solicitors, help them to get passport translation and arranging power of attorney from Turkey or UK. Making sure sale and reservations contract was signed. I would get a lot of referrals from existing clients and my sale convertibility rates was 170%.

- Developed expertise and knowledge in the country area tawn and developments to ensure consistent delivery of outstanding sales services.
- Monitored multiple databases to keep track of all company inventory in CRM progra.
- Delivered an exceptional level of service to each customer by listening to concerns and answering questions.
- Continually met sales targets through dedication to learn more and continued learning to provide best servic.
- Coordinated with operating manager to ensure the effective implementation of developers and developments.
- Received consistently positive feedback for my property consultant service, continually working with energy and

enthusiasm.

- Oversaw daily operations for each arriving client make daily routine plan of action to meet clients requirement.
- Created itineraries, booked travel, and managed expenses for exhibitions and employers corporate conference.
- Provided effective and efficient solutions to aid progression in line with sale targets.
- Ensured consistent professional service and gave true legal information of purchasing property process in Turkey

Quattro Stagioni

05/2000 to 07/2005

Retail

Southport , Merseyside

I started my own company of selling leather garments and sheepskin & ladies handbags retail. I run this business for 5 years I was doing real well until cheap Chinese competition started late 2004 early 2005.

Electric Prentice

03/1997 to 03/2000

Foster Electric

Southport , Merseyside

I started to work for this company 3 -4 months after My arrival of UK. Mainly working in Telewest Communications and Bryken Hogh Speed Turnings, EMC2 offices for telef data and electr connection. I left this company after I decided to work for mysel.

Skills

- Knowledge of Standard for Electrical Safety in the Workplace (NFPA 70E)
- Electrical equipment examination
- Electrical repairs

Education

GCSE

Alparslan Lisese

1990

Kars, Turkey