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| **JUNAID** **Senior ProfessionalMarketing Management | Human Resource Management| Financial Services***Location Preference: UAE* junaid-110555@2freemail.com  |
| core24x24icons Key Skills

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| ***Finance & Operations*** |
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| ***Recruitment***  |
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| ***MIS Management*** |
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| ***Staff Management*** |
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| ***Human Resource Management*** |
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| ***Operations Management*** |
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| ***Liasing & Coordination*** |
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| ***Team Management*** |
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 | *An enterprising leader & planner with* ***over 18 years*** *of experience in streamlining Marketing, invigorating businesses & increasing productivity* |
| knowledge24x24icons Profile Summary |
| * Capable of defining and managing a comprehensive go-to-market strategy and planning that includes support and partner material; setting up a complete unit of different department operations
* Competent in engaging stakeholders including vendors, marketing teams and dealers for ensuring that common goals are achieved
* Proficient in planning and overseeing strategic, operational, and administrative projects, and/or services of broad significance to the organization within the designated functional area of focus
* Experience in monitoring and addressing performance issues, motivating sales force and drive engagement between employees, front-line management and HR
* Expertise in identifying training needs, designing training modules & executing the same
* An out-of-the-box thinker with a flair for charting out marketing strategies and contributing towards setting up distribution networks enhancing business volumes & growth and achieving revenue and profit
* An effective leader with proven abilities in working with cross cultural teams during the project phase; guiding team members and enabling knowledge sharing among the team
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| career24x24icons Career Timeline |
|  **(Importer of petroleum Products )**Jan 2017 to Till Date**Absolute Consultancy Services****Al Sharq Al Awsat Petroleum and Minerals Trading****Saad Minerals****(Proprietorship Firm)****Omega Call Center & Services Pvt. Ltd.,** Mar’16- Dec. 2016Apr’09-Jan’ 2016 Jul’06-Mar’09 Feb’04-May’06**Center Systems Ltd.** Oct’01-Jan’04 |
| EducationIT Skills | * Master of Business Administration (Finance) from Guru Ghasidas University, Bilaspur
* Bachelor of Commerce from Guru Ghasidas University, Bilaspur
* MS Office (Word, Excel, PowerPoint & Outlook)
* Internet & E-mail applications
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| exp24x24icons Work Experience | **Jan’17- till date** **as Import Export Manager****Key Result Areas*** Create and deploy a balanced global export performance scorecard with key performance indicator.
* Manage regional trade import and export audit strategies risk assessments and manage corrective action plants related to import and export control.
* Responsible for maintenance and development of contingency plans in the event of unforeseen interruptions in the supply chain process.
* Work well in a fast-paced environment and minimal day-to-day supervision.
* Develop and implement effective global trade network resources and business relationship with import and export agencies and relevant local government contacts, to ensure compliance with governmental laws and regulations and to facilitate trade initiatives.
* Assist with the harmonized tariff standard (HTS) classification and Export Control Classification Number (ECCN) classification of products.
* Interface with internal and external stake holders, fright forwarders, custom brokers

**Mar’16- Dec.2016** **with** **Al Sharq Al Awsat Petroleum and Minerals Trading as Marketing Manager****Key Result Areas*** Entrusted with the responsibility of accomplishing marketing and sales human resource objectives by recruiting, selecting, orienting, training, assigning, scheduling & disciplining employees
* Communicating planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures
* Achieving marketing and sales operational objectives by contributing marketing and sales information and recommendations to strategic plans and reviews
* Preparing and completing action plans; implementing production, productivity, quality, and customer-service standards
* Meeting marketing and sales financial objectives by forecasting requirements; preparing an annual budget & scheduling expenditures

**Apr’09-Jan’16 with Saad Minerals (A Trading Firm Deals in Coal, Manganese Ore & Iron Ore),Raipur as Business Development Manager****Key Result Areas*** Entrusted with the responsibility of meeting business goals and overall quality of services
* Conducted business and marketing calls to book meetings with potential clients
* Steered efforts in achieving marketing and sales operational objectives by contributing marketing and sales information and recommendations to strategic plans and reviews
* Formulated and completed action plans; implemented production, productivity, quality, and customer-service standards
* Exhibited efficiency in managing product sales growth, individual sales effectiveness and account base by reviewing sales activity schedule

**Highlights**:* Played a key role in exceeding quarterly sales targets by an average of 80% over a last 4 years.
* Trained and developed a team of 6 new field sales executives who achieved an average of 80% of their sales targets within their first 1 month
* Led a team of 6 sales executives in a promotional campaign that resulted in increased sales of 3 Million and the company exceeding its annual sales targets by 130%.

**Jul’06-Mar’09 with Absolute Consultancy Services, Raipur as Credit Process Appraisal (Sanctioning)** **Key Result Areas*** Entrusted with the responsibility of conducting thorough credit assessment for loan applications; noting eligibility, income ratio and high value board remarks
* Worked cooperatively with internal and external parties such as Technical team and Risk Containment Unit Field Investigation to complete processing of the loan proposals
* Ensured strict credit control is in place; also reviewed and monitored effectiveness of credit policies
* Steered efforts in performing reconciliations of payouts for all DSA and generated periodic MIS reports on processing quality and business quantum
* Coordinated with clients to achieve high customer satisfaction level and strengthen business relations

**Feb’04-May’06 with Omega Call Center & Services Pvt. Ltd., STPI Bhilai as Manager - Operations & HR.****Oct’01-Jan’04 with Center Systems Ltd., Hyderabad, as Assistant Manager - Training & HR** Date of Birth: 27th May 1973Marital Status: MarriedDriving License: Valid UAE Driving License (Till 2025)Visa Status: Visit Visa (Till Jan 5th 2020)Languages Known: English & HindiNationality: IndianDate:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Junaid) |
| Previous ExperiencePersonal Details |