**Haseeb Ur Rehman**

**Location:** **Dubai, United Arab Emirates**

**Education:** **Bachelor's degree, Commerce**

Hafiz

Hafiz.250991@2freemail.com

**Experience:** **5 Years**

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|  |  |  **Target Job** |  |
|  |  **Target Job Title:** |  Accountant/Administrator or Sales representative |  |
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|  |  **Career Level:** |  Mid Career |  |
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|  |  **Career Objective:** |  OBJECTIVE:To world is a challenging and learning |  |
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|  |  |  environment for gaining high level managerial |  |
|  |  **Target Industry:** |  Banking; Sales; Administration |  |
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|  |  **Employment Type:** |  Employee |  |
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|  |  **Employment Status:** |  Full time |  |
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|  |  **Notice Period:** |  Immediately |  |
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|  |  |  | **Personal Information** |  |
|  |  |  **Birth Date:** |  3 November 1993 (Age: 22) |  |
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|  |  |  **Gender:** |  Male |  |
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|  |  |  **Nationality:** |  Pakistan |  |
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|  |  |  **Residence Country:** |  Dubai, United Arab Emirates |  |
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|  |  |  **Visa Status:** |  Visit Visa |  |
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|  |  |  **Marital Status:** |  Single |  |
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**Experience ( 5 Years )**



**Branch Service Officer**

at Meezan Bank Ltd Location: Lahore, Pakistan Company Industry: Banking

Job Role: Accounting/Banking/Finance January 2014 - October 2015

Receipts, Payments, Remittances, Balancing collection of bills, foreign remittance,

transfer, clearing, pay order

**Sales Officer**

at Q mobile

Location: Lahore, Pakistan Company Industry: Automotive Job Role: Sales

November 2010 - January 2014

Responsible for achieving sales target (monthly, quarterly, and annually). Goals set for centers month to month.

Maintaining good relationship with the customers by providing them the good customer service. Maintaining the stock as per the customer requirement and follow up the stock position to the manger regularly.

Responsible to learn the other brands mobiles which are competing with our mobiles my learning their brands can figure out the differences

and while

selling the draw bags of other brands help us in increasing sales.

My responsibility was to make sure that our brand stays in the top two list in regarding monthly sales.

 **Education Bachelor's degree , Commerce**



at University of Punjab Location: Lahore, Pakistan

Completion Date : September 2013 Grade: 63.7 out of 100

**High School or equivalent , Pre-Engineering**

at Faisalabad Board

Location: Pakistan Completion Date : April 2011 Grade: 61.8 out of 100

**High School or equivalent , Science**

at Faisalabad Board

Location: Pakistan Completion Date : March 2009 Grade: 81.8 out of 100



**Skills**



**Soft Skills, Microsoft Office, Tminos24, Adobe, Management**

Level: Expert | Experience: 1 year or less | Last Used: 1 year or less

**Computer Operating**

Level: Expert | Experience: 5 years or less | Last Used: More than 1 year

**Microsoft Offices**

Level: Expert | Experience: 5 years or less | Last Used: More than 1 year

**Accounting**

Level: Intermediate | Experience: 5 years or less

**Sales**

Level: Expert | Experience: 5 years or less

**Languages**



**Urdu**

Level: Native | Experience: More than 10 years | Last Used: More than 1 year

**English**

Level: Expert

**Hobbies and Interests**



**Snooker Pool Game**

I have v good knowledge of snooker also played well.

