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**OBJECTIVES**

A very ambitious and driven individual, focused on pursuing a career in the field of Retail. I have developed a mature and responsible approach to any tasks undertaken so far. As an HR graduate also possessing three years’ managerial experience in UK retail market and 2 years of HR experience. Have the ability to organize people and systems in order to achieve objectives and used to working under pressure and meet strict deadlines. Ability to bring about the fundamental changes needed in response to changing commercial, legislative and financial factors. Strong strategic vision; along with the ability to successfully deliver complex multi-track projects.

**SUMMARY**

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| **Qualification:** | Post Graduate in HRM from University of Hertfordshire, United Kingdom  |
| **Experience: :**  | 2 Years in HR and 3 years in Retail at managerial level  |
| **Passport:**  | AA1980863 (PAKISTAN)  |
| **Achievement:**  | Acquiring EDEXCEL UK affiliation for College in Peshawar Pakistan. Getting promotion in first three months of employment in United Kingdom |

**Professional Experience**

 **As an accredited center, the College Of British Education System (C-BES) offers BTEC programs HND Business Diploma in Strategic Management and Leadership.**

**These programs adhere to the National Qualifications Framework (NQF) levels 4, 5 and 7**

**Core Responsibilities**

* Recruitment, training and development of employees.
* Devising HR policy.
* Staffing for the college.
* Conflict management.
* Performance Appraisals.
* Exit Interviews.
* Also Part of Decision Making Body.

**Since 1929 In UK, Tesco plc operates under four banners namely Tesco Extra, Superstore, Metro and Express. Tesco is floated on London Stock Exchange as Tesco Stores Holdings Limited. Worked as Deputy Store Manager In Tesco PLC**

**Core Responsibilities**

* Managing the daily operations of the business.
* Looking after sales, waste, shrink, people and maintain the retail excellence (core KPI’s).
* Training and development of the new recruitment.
* Assisting the management in design and implementation of Health & Safety policies.
* Problem-solving and conflict management.
* Working with the Store Managers in implementation of company’s policies.
* POS developments, stock management and warehouse Management.

**Education**

**DEGREE** **INSTITUE** **YEAR**

**Post Graduate(HRM)**  University of Hertfordshire 2013

**BA Hons (Business Administration)** University of Hertfordshire 2011

**HND Business** Edwardes College (Edexcel UK) 2010

**Intermediate** BISE Peshawar 2008

**Certifications and Training**

* **Edexcel Trained Instructor**
* **MS.OFFICE**
* **Forum Representative At Tesco**

**Computer Skills and languages**

**Skills & Abilities** **Proficiency Level** **Last Used**

MS WORD Good Currently Using

MS Excel Good Currently Using

Ms Powepoint Good Currently Using

**Languages**

English Excellent Read, Write and Speak

Urdu Excellent Read, Write and Speak

Pashto Excellent Read, Write and Speak