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**Management Professional;**

**Management Professional** with **Bachelor Degree in Business Administration& Certified International Supply Chain Professional (CISCP**) from **IPSCMI-USA**’ seeks responsible position. Demonstrate strong communication skills, quick learner and ability to build relationships with coworkers to reach company goals. Possess aptitude to adjust to changing situations utilizing good judgment during unexpected emergency situations.

**Objective:**

To work in a competitive environment and identify problems faced by the organization and community and find optimal solution through interpretation and dialogue. Other Areas of Interest include: purchase& procurement department

**Qualifications;**

***Bachelor Degree in Business Administration – Pakistan.***

**Professional Certification;**

***Certified International Supply Chain Professional (CISCP) – USA.***

**Professional Proficiency;**

* Hard working, enjoy a challenge and welcome responsibility.
* Self-starter capable of working as part of a team.
* Able to sustain pressure well and tackle problems directly. Results orientated.
* Highly self-motivated in the work environment.
* Ability to motivate and develop staff with full commitment.
* Constantly strive for improvement

**Professional Experience;**

* **Sr.Sales & Marketing Officer**

**M/S Al Hamoor Panel Metalic Industries – United Arab Emirates.**

**(Sep-2014 to Present)**

Responsible for developing a portfolio of accounts through new business development. Also in charge of looking for bring opportunities and for managing the full negotiation and close process with clients from start through to finish

* **Senior Purchasing Officer .**

**M/S Al Khaleej Steel Industries – United Arab Emirates. (Jul-2013 to Aug-2014)**

Result driven professional with last one year of working experience in the field of Purchasing and Administration. Craft negotiation strategies and close deals with optimal terms

Partner with stakeholders to ensure clear requirements documentation

Forecast price and market trends to identify changes of balance in buyer-supplier power

Perform cost and scenario analysis, and benchmarking

Assess, manage and mitigate risks

Seek and partner with reliable vendors and suppliers

Determine quantity and timing of deliveries

Monitor and forecast upcoming levels of demand

* **Sales & Marketing Officer.**

**M/S MMABANK – United Arab Emirates. (Jun-2011 to Jun-2013)**

Result driven professional with two years of working experience in the field of sales and Forex Desk dealing. Have an excellent ability to adapt in challenging business scenarios and lead change. Competencies in performing multiple tasks independently handle work pressure meet deadlines, set job priorities and effectively organize assigned work function also a strategic thinker adept at developing and procedures with willingness to succeed

* **Field Officer.**

**Pakistan Red Crescent Society.**

Pakistan earthquake operation in grateful appreciation for all the countless hours.

Energy patience and good will in supporting the 2006/07 winter preparedness plan

**Workshops & Training;**

* **Developing action plans**

Special Three Days Work Shop attending with lead organization.

* **Psychological First Aid Training**

Psychological First Aid Training with Pakistan Red Crescent Society

**Professional Skills:**

* Team Leadership
* Negotiation Skills
* Conflict Resolution.
* Crisis Management.
* Issue Resolution.
* Needs Assessment.
* Interpersonal Skills.

**Language Skills;**

* Fluent in Speaking, Reading & Writing English, Urdu.

**Other Skills;**

* Microsoft Office.
* QuickBooks
* Dbrix.
* Having Valid UAE Driving License

**Personal Profile;**

Marital Status; Single.

Date of Birth; 9th October 1986