|  |  |  |
| --- | --- | --- |
|  |  | **Visa status: visit visa** |
|  |  | ALI [ali.337803@2freemail.com](mailto:ali.337803@2freemail.com) |
|  | EXPERIENCE SUMMARY  TOTAL EXPERIENCE **11YEARS**  Dubai – UAE 4 Years  London-UK 4 Years  Pakistan 3 Years  Fancy Fabric LLC.  Tenure: **4-Year**  Location:  **Dubai**  Worked As: **Sales supervisor**  Old School Bus Company  Tenure:  **2-Year**  Location: **London-UK**  Worked As: office  **Assistant**  Sainsbury Super Store  Tenure: **2 Year**  Location: **London-UK**  Worked As: **Sales Executive**  Safe Pak Water Filter Company  Tenure **3 Year**  Location:  **Pakistan**  Worked As**: Sales Manager**  EDUCATION SUMMARY  Advance Diploma in  Business Information System  London School of Business &  Computing – London –U.K  2009  Diploma in I.T  London College of  Accountancy & Technology  London-UK  2008  Bachelors of Economics  University of Sindh - Pakistan  2004 | CAREER OBJECTIVE  A simulating position with a company that can utilize my skills in sales, customer service retail,  Administration. Effective use of my expertise, knowledge and abilities I have acquired.  SNAP SHORT OF SKILLS AND EXPERTIES  • Management, General Accounting  • Sales Lead Generation  • Sales Support  • Building materials  • Whole Sale Marketing  • Customer Service  • Client Services    DRIVING LICENSE   * Valid British license * UAE License is in progress   EMPLOYEMENT EXPERIENCE  **FANCY FABRIC LLC. UAE As sales Supervisor (4Years**)  Maintain national sales staff by recruiting, selection, orienting, and training employees. Handling POS System Conducting research to ascertain the best product of suppliers in terms of best value, deliver schedules and quality. Processing payments and invoices. Preparation of sales report on daily basis and to submit quarterly finance report. Provide better services.  OLD SCHOOL BUS COMPANY LONDON As **office assistant (2 Year)**  Coordination with the costumer regarding their requirement and issues. Update the enquiries for further actions. Liaison with the costumer to addresses the costumer their problems for the betterment of the company services. Make official reports. Sales reports. Quotations and invoices Business letters as well as handling delivery of vehicles’ with coordination of costumers and company staff.  SAINSBURYSUPERSTORE LONDON **As sales executive (2 year)**  Responsible for handling all the routing works in the cutlet like fulfilling the customer’s requirements. Demonstrating company products in the presentable manner. Routing checking of stock and enter in log book to meet that demands. sending the daily reports to the manager.  SAFE PAK WATER FILTER COMPANY PAKISTAN **As sales manager (3 year**)  Planning of materials delivery by collecting orders and demands. Liaison with zonal sales force. Timely achievement of revenue targets and collection plans, organizes the stock availability in the region and ensuring that stock levels are maintained as per requirement. Monitor market trend and dynamics, competitors activities’, import in the selected territory.  COMPUTER SKILLS   * MS Word * MS PowerPoint * POS Excel   PERSONAL  Nationality: Pakistani  Marital status: Marriage  Language skills: English, Urdu, Hindi, Arabic (inter level) |
|