NADEEM

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Objective

To secure a position with an organization where I can utilize my Education, skills and experience to gain further experience while enhancing the company’s productivity and reputation

Experience

Marketing Manager | forward gear (pVT) ltd. | march 1, 2016 – February 28, 2017.

* Deal with clients of the company as vendor.
* Promote the sale through marketing strategies.
* Sales plans and goal achievement strategies
* Meetings with the stakeholders of the company

Sales Manager | Burnage motors ltd, Uk | JANUARY 6, 2014 – FEBRUARY 22, 2016.

* Selling both new and used cars as well as finance and related products
* Selling and promoting Finance, Insurance products and Paint and Protection
* Demonstrating vehicles to customers, including taking them for drive
* Meeting customers face to face and holding sales discussions with them
* Writing up sales contracts
* Representing the company at trade exhibitions, events and demonstrations
* Preparing car purchase packages
* Arranging appointments via Internet Leads
* Following-up in-bound telephone enquiries, walk in prospects and emails enquiries

Internee | Apex marketing group, pakistan | 24-Jan-2013 (3Months)

* Swot analysis for the project of customer (Star Mall & Avari Hotel) Gujranwala
* Assist the Manager Marketing.
* Deals with Walk in customers
* Project briefing and discuss purchase plan
* Aerial visit for target marketing

assistant manager marketing | z&YJ International pakistan | September 10, 2011 – april 25, 2012.

* Create marketing strategies through planning and research on various factors such as pricing, competition, marketing research and customer/client preferences
* Clear-cut understanding of organization/company’s goal and work accordingly to achieve them
* Manage a team of employees and motivate to extract results from team members and also responsible for the outcome
* To watch on for the latest changes in product trends / marketing trends and implement marketing strategies for the growth of the organization.
* Assist marketing manager, in the process of marketing research must attend all the top seminars / trade shows / Exhibition related to the industry to know and to find the latest developments / competitors / products in the industry,

internee | albaraka bank pakistan ltd | july 15, 2011 – auguest 25, 2011

* Performed in all departments of Bank
* Mainly performed as BDO (Business Development Officer)
* Account opening
* Cash management
* Clearing assistance
* Financing department

Accounts Manager | Qaiser electrical industry | janaury 15, 2010 – june 25, 2011.

* Obtain and maintain a thorough understanding of the financial reporting and general ledger structure
* Ensure an accurate and timely monthly, quarterly and year-end close
* Assist the Controller in the daily banking requirements
* Cash management
* Supports budget and forecasting activities
* Advises staff regarding the handling of non-routine reporting transactions

Education

post Graduate diploma of business MANAGEMENT | 2015 | University of chester

* Major: Business Administration
* Minor: Minor in Research Methodologies
* Related coursework: International Business, Marketing, Strategic Planning,

B-COM Honours | 2012 | university of the punjab

* Major: Finance and Marketing
* Minor: Operation and Production Management
* Related coursework: Commerce, TQM, Banking, Business Administration, Management

Certifications/ Awards

* Pearson EDI Level 2 Award in Management (QCF), awarded by Pearson Education Ltd. UK 02 Oct 2013
* INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM (6.0 in ACADEMIC) Awarded by British Council. 23 Mar 2013
* TOKEN OF APPRECIATION BY ALBARAKA BANK PAKISTAN LTD, Gujranwala (Presented the Bank in Banking Exhibition 2011 in GCC)
* CERTIFICATE OF MS OFFICE in 2008 by Elite College of Commerce

Skills & Abilities

Management

* Project management
* Multitasking
* Decision Making

Sales

* Sound expertise in sales
* Strong presentation skills
* Goal-oriented
* Good judgment
* Strategic thinking: Experienced in developing marketing strategies

Communication

* Excellent written and verbal communication skills
* Persuasiveness- know how to demonstrate, promote and sell
* Negotiation skills

Leadership

* An experienced team leader
* Influencing, leading, and delegating abilities
* Planning and organizing – Organizational abilities
* Project management abilities
* Decisive: Capable of delivering quick solutions to the marketing troubles

IT Skills

* Operating system Windows, Android, Mac (Installation/ application)
* MS Office applications (Excel, Word, PowerPoint)
* Outlook, Emails/ Browsing
* Hardware Basics

Profile:

Language : English, Urdu, Punjabi, Basic in Arabic

 Nationality : Pakistani

 Visa Status : **Visit valid up to 20 May 2017**

Driving License : **United Kingdom** and **Pakistan**

Reference:

References Available upon Request