**Shafique**

**Shafique.364119@2freemail.com**

 Personal Profile

 An exemplary problem solver with the ability to assess, priorities and effectively perform tasks as part of a complex and demanding workload, always delivering results within timescale and to the highest quality

 One who shows a keen eye for detail and accuracy in all work, has a flair for forming positive and productive working relationships with all partners and who has the drive and passion to achieve success in any role undertake

 Work History In UK

**Jan 13 - Oct 14 Pizza Milano Customer Service/Manager**

 Handled calls from customers regarding for food

 Managed stock levels, cash flow and work progress to ensure high levels of customer service and efficiency were attained

**Jan 12 - Jan 13 Continental Delight Customer Service/Manager**

 Handled calls from customers regarding for fast food

  Managed stock levels, cash flow and work progress to ensure high levels of customer service and efficiency were attained

 Work as a pizza chaff & Indian Chaff

 Work as a delivery driver

 Work History In Pakistan

**May 08 – Jan 10**  **ChenOne Asst Merchandiser**

 Managed and handed the garment department

 Making the purchasing order

**Nov 15 – Apr 17**  **Vexxor Technology Senior Sales Manager**

Improves Product Marketability And Profitability By Researching.

 Protects Organization's Value By Keeping Information Confidential

 Accomplishes Marketing And Organization Mission By Completing Related Results As Needed

 Education & Qualification

GLOBAL SCHOOL OF MANAGEMENT IN UK GRADUATE DIPLOMA IN BUSINESS ADMINITRATION **LEVEL 6**

 LONDON COLLEGE OF ADVANCED STUDIES IN UK INTERNATIONAL DIPLOMA IN BUSINESS STUDIES **NQF LEVEL 5**

UNIVERSITY OF PUNJAB IN PAKISTAN Bachelor of Science

THE BRAINS COLLEGE DIPLOMA IN COMPUTER SOFTWARE

 Additional Information

 Languages Spoken: English, Urdu, Punjabi & Hindi

 Holder of a full, clean UK driving license

 Key Skills & Competencies

**Communication & Presentation**: exceptionally high level of verbal and written communication with the ability to present work in a range of professional styles and formats

**Analytical Thinking & Problem Solving**: a clear thinker, creative in conceiving, implementing and monitoring logical action plans and strategies. Able to anticipate problems and amend or adapt response as required

**Time Management & Organization:** able to organize and plan workloads to ensure all tasks are completed. Possess the ability to take ownership and accountability for the success of a project and ensure it is delivered on time and with quality

**Team Work**: a central team player able to adopt a range of roles and lead when required. Provides stability and purpose, communicates a clear vision and encourages the participation and achievement of others

 **Relationship Building:** builds and maintains solid relationships with colleagues and other partners to ensure maximum working