 **TANVEER**

**TANVEER.371897@2freemail.com**

**CAREER OBJECTIVE:**

To be a part of highly competitive and dynamic team, learning exponentially. Aimed to be associated with progressive and forward looking organization, which provides opportunity to apply my knowledge and skills towards the growth of the organization.

**CAREER PROFILE/SKILLS:**

* Relationship Management
* Team Building
* Market Research / Analysis
* Prospect Qualifying
* Customer Retention
* Sales / Marketing Strategizing
* Sales Management &Management

**PROFESSIONAL WORK EXPERIENCE:**

**Organization:** **HAI ZHI LONG**

(Chinese food Stuff Company)

**Tenure:**  Jan 18– up to present

**Designation:** Sales Executive

**Responsibilities:**

* Visit to his different targeted areas
* Deal with customers very friendly
* Complete his monthly target which the company give me
* Submit every day sales report to the company
* Listen the customer complaints about the products and then discuss with his sales manager
* Collect the money from customers on time

**Achievement:**

* Deal with customers and control his areas Independently

**Organization:** **gourmet cola**

(Food and Beverages Company)

**Tenure:**  Feb 2014 – April 2015

**Designation:** **Area sales manager**

**Responsibilities:**

* Assign different sale areas to the sales man
* Keep check and balance on every day sales report of each sales man
* Contact with different wholesalers customers to sale in bulk
* Work Calmly under pressure
* I also motivate the sales man and lead the team

**Achievements:**

* Excellent sales ability and Lead the team calmly under pressure.

**ACADEMIC EDUCATION:**

|  |  |  |
| --- | --- | --- |
| **DEGREE/CERTIFICATION** | **EXAMINING BODY:** | **YEAR** |
| Masters of Business Administration | International Islamic University Islamabad | 2015 |
| Bachelor of Business Administration | Agricultural University Islamabad  | 2012 |

**CERTIFICATION/ ADDITIONAL SKILLS:**

* **MS Office** (All versions, esp. MS Word, MS Power Point and MS Excel)
* **MS Excel** (MS Formulae, Reports Automation, Macros, Presentations w.r.t. Analysis)

**TRAININGS & WORKSHOPS:**

 **HABIB BANK OF PAKISTAN Year - 2012**

* Work as Internee at Habib bank of Pakistan

**PERSONAL INFORMATION:**

**Father’s Name** : IMTIAZ ALI

**Date of Birth** : 26.03.1990

**Driving License** :Yes have

**REFERENCE:**

Reference will be furnished on demand.