# **Objective**

**CURRICULUM VITAE**

Faizan

**Email:** [**faizan.375046@2freemail.com**](mailto:faizan.375046@2freemail.com)

**Visa status: Visit visa**

To work in a friendly environment and have the ability to work as individual and also with the team and aim of providing best services.

**PROFESSIONAL WORK EXPERIENCE**

 **Ideas By Gul Ahmed**

Duration: **August 2016 – September 2017**

Designations: **Sales Executive**

Location: **Hyderabad - Pakistan**

**Responsibilities:**

* + - To give good greeting to the Customers
    - To listen their need or requirement
    - introducing new collection, designs and offers
    - Maintaining an orderly appearance throughout the sales floor
    - Achieving established goals and try to best effort

 **Al-Nasseej Al-Arabi (Pvt Ltd)**

Duration: **July 2014 – June 2016**

Designations: **Sales Executive**

Location: **Jeddah – Saudi Arabia**

**Responsibilities:**

* + - Provide high quality customer service to schedule appointments walk-in traffic
    - Conduct daily follow-up on outstanding quotes
    - Create a strategic Sales plan
    - Follow up on leads to generate new business
    - Contact vendors and shippers to track orders for customers ensure quality service
    - Continually develop sales skills product knowledge

****  **Ibex Global >Telenor Call Centre**

Duration: **May 2013 – May 2014**

Designations: **Customer Service Officer** Location: **Karachi – Pakistan**

**Responsibilities:**

* + - To give good greeting to the Customers
    - To listen their Problem or need
    - To understand their Queries then solve the Problem
    - Make sure that they satisfied to our service or not
    - In last brief them our new service and get encourage to activate

**Seats Furniture showroom**

Duration: **11thMay 2012 – 30 April 2013**

Designations: **Sales Executive**

Location: **Karachi - Pakistan**

**Responsibilities:**

* First get welcome to customer in showroom
* Brief to Customer about the all Products and offers
* Establish, develop and maintain positive business and customer relationships
* Try best to sell any Product if they don’t interested to purchase

# Academic Qualification

* **B.Com (Pass)** :Passed in the year 2009 from University of Sindh.
* **H.S.C (Eng.)** : Passed in the year 2006 from B.I.S.E Hyd.
* **S.S.C (Science)** : Passed in the year 2003 from B.I.S.E Hyd.

# Communication skills

* English
* Arabic
* Hindi and Urdu

**CERTIFICATION/ ADDITIONAL SKILLS**

* Windows XP
* MS Office 20013
* Internet & Email Etiquettes

**PERSONAL INFORMATION**

Date of birth: 24-09-1987

Religion : Islam

Nationality: Pakistani

Marital status: Single

Visa Status: Visit Visa (started from: 27 Oct-2017 to 27 Jan-2018)