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To secure a dynamic position as a Sales Representative/Strategic Management where my analytical skills will be utilized to the utmost level and provide enough scope to explore my knowledge to server the organization to the best of my ability and skills

Recognized for achieving results by initiating **new strategies** and **planning** to accelerate application of reporting tool in different markets. Strengths include building effective working relationships by collaborating with influencing clients/co-workers and working closely with manager to develop members of team.

**Core Competencies**

**Thought:** Creating Innovative Solutions, Thinking Analytically and Conceptually, Acting Strategically and Globally

**Results:**  Driving Results, Exceeding Customer Expectations, Risk‐Taking, Acting Decisively

**Relationships:**  Collaborating and Influencing Others, Demonstrating Integrity, Treating People with Respect

**People:**  Managing Performance, Developing People, Managing Change

**Educational Credentials**

* **Ms/Mphil - Imperial College of Business Studies (2011-2013) - 3.75 CGPA**
* **BBA (Hons) - Imperial College of Business Studies (2007-2010) - 3 CGPA**
* **A' Levels - Cardinal School of Lahore**
* **O' Levels - Cardinal School Lahore**

**Career History**

**TTI (Textile Testing International), Lahore, Pakistan May'12-March'14**

**Sales Executive (Reporting to Manager)**

**Karachi Regions (F.B.Area, Korangi Area, Landhi Area, S.I.T.E Area)**

* Coordinate samples with different clients from different regions that includes Karachi and Lahore and authorize testing procedure, as and when required.
* Meeting with the testing coordinator on daily basis to discuss test report delivery status
* Supervision of samples and their management from the entire Karachi region.
* Client handling and building relationship with all Karachi region industries.
* Feedback analysis report and handling customer complaints.
* Keep follow up of payments from all industries.
* Coordination with the management of different textile industries.
* Follow-up recovery of local and out-stationed customers in coordination with SMM & CS and marketing team

**Descon, Lahore, Pakistan April'10-Aug'10**

**Organization Change Manager (Reporting to SAP Team)**

* Worked on **SAP** System
* Remotely support HR department, IT Department, Supply Chain Department
* Support Region **Middle East**, **Pakistan**
* Coordinate priorities between IT department and user Department
* Work on different software such as **3D MAX, AutoCAD**
* Trained on **RWD software**

**VOLUNTARY EXPERIENCE**

* Worked with Evenement (Event Management Company), 2009. (on spot management)
* Worked as facilitator for different corporate events like Frito-Lays **Pepsi** Carnival.

**Projects**

* **Human Resource Management**, 2013: Case studies on HR Planning and other categories.
* **Operation Management**, 2013: Research paper on operational activities of Textile Testing International.
* **Knowledge Management**, 2013: Research paper on Knowledge management and supply chain management.
* **Strategic Management**, 2010: Report on Park Plaza Hotel Pakistan.
* **Brand management**, 2010: Launch of a new product (Tr3dmill).
* **Management Information Systems**, 2009: Study of databases (integration system) on Dawood Hercules Pakistan.
* **Organization Behavior**, 2009: complete research on ‘Do first born have better leadership qualities’.
* **Leadership and Community Development Project**, 2008: (Healthy scissors II) Project/campaign to increase awareness among illiterate people about the unhygienic practices being done in Pakistan.
* **E-Marketing** project, 2010: developed our own web-site to sell musical instruments online.

**Additional Skills and Rewards**

* Good interpersonal and communication skills. Language skills include **English** and **Urdu** as well as basic conversational skills in Punjabi.
* Computer skills include familiarization with **Microsoft Word, Microsoft Excel** and doing research via the internet.
* Software skills include familiarization with **Microsoft Access**.
* Done **documentary making, script writing, news reporting programs, newspaper editing, product advertising, External and internal awareness programs** in LCD (Leadership community and development) and extensive research work during my courses at ICBS (Imperial College of Business Studies).

**Trainings Received:**

* Time Management Training (**Timelenders**)
* RWD Software Training (**SAP-System Application and Products in date analysis**)

**Personal Details**

Languages Known: English Urdu

Reference: Available upon request