**FAHAD TARIQ**

**Date of Birth: 21Sep 1994**

**Marital Status: Single**

**Languages: English (Fluent), Urdu**

[**Fahad-392879@2freemail.com**](mailto:Fahad-392879@2freemail.com)

***Objective***

Proactive Sales Professional looking for a position in Retail environment where I may apply and utilize my knowledge to the best of my abilities for achieving company objectives and learning more in the related field on the basis of honesty, honor, regularity and hard work.

***Profile***

Experienced in Retail Sales, Understanding customer needs, Answering Customer queries,Generating Sales, Customer Services with strengths in excellent communication skills, identifying customer needs, providing solutions, customer handling and satisfaction.

Strong team member, self-motivated and able to motivate others to achieve company objectives and goals. Clear communicator, both oral and written. Strong interpersonal skills; interface effectively with co-workers, management, clients and customers.

***Education***

**2008-2010MATRIC**(Federal Board of Intermediate and Secondary Education, Pakistan)

**2011-2013 F.S.C**(Pre-Engineering)

**Institute/ Board: IMCB**, Islamabad, Pakistan

**2015-2017 B.A**

**Institute:** Allama Iqbal Open University

***Core Strengths***

* Customer Services
* Communication Skills
* Inventory Management
* Identify customer needs
* Good team Player
* Preparing Invoices
* Handling Cash
* Computer literacy
* Good keyboard skills

***Professional Experience***

**DATA ENTRY OPERATOR (01, aug, 2018- 31, dec, 2018)**

***CONSULATE GENRAL OF PAKISTAN, United Arab Emirates***

**Responsibilities:**

* Handle amnesty 2018 counter public dealing.
* Making outpass and preparing the list of illegal people.
* Working in NRC department.
* Menage of immigartation passports.
* Solving the issue of illegal people and send to the concern department .

**IT SPECIALIST()**

***INTERNET CITY,Dubai, United Arab Emirates***

**Responsibilities:**

* Menage the stock and send to the store
* Solving costumer issue
* Installing window software
* Demostrater of the hp laptops .

**Pakistan Cricket Board (dubai , Sharjah , abudhabistadium.)**

***Menage vip guest in royal gates***

**Responsibilities:**

* Performing duties as scaning
* Ticketing printing
* menage ticketing cash

**Data entry operator(dip2)**

***Souq an amazon company,Dubai, United Arab Emirates***

**Responsibilities:**

**. Data entry of the incoming stock in wear house**

**. menage of incoming item stock list.**

**Merchandiser (midriff city center )**

***Carrefour, Al-Futtaim,Dubai, United Arab Emirates***

**Responsibilities:**

* Selling HP Printer

**Surveyor ( Power of Employee ) ()**

***Al-Futtaim Engineering,Dubai, United Arab Emirates***

**Responsibilities:**

* The voice of employee survey.

**Merchandiser ()**

***E-max,Dubai, United Arab Emirates***

**Responsibilities:**

* Selling HP Laptops

***EVENTS***

GITEX 2016 WORK WITH LAVA MOBILE JUMBO

GITEX 2017 WORK WITH PLUG IN APPLE

COSUMER ELECTRONIC FASHION SHARAF DG SELL HP LAPTOP

POMOTIONS

|  |  |  |
| --- | --- | --- |
|  | * HP SPROCKET LUNCH | SHARAF DG TIME SQUARE |
|  |  |  |
|  | * DUBAI SHOPPING FESTIVAL | MALL PROMOTION |
|  |  |  |
| * LENOVO MOBILE | | JACKYS DUBAI MALL |