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| **AKBAR**  **E-mail:** [akbar-397530@gulfjobseeker.com](mailto:akbar-397530@gulfjobseeker.com) Availability:ONE MONTH NOTICE **LMV Driving License** |

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| **CAREER OBJECTIVES** |
| To be associated with and to progress continuously by accepting higher responsibilities and challenges. Looking towards your assignment wherein I can utilize my skills to achieve the set targets, organizational goals and results thereof.  Currently looking for a suitable position with a reputable and ambitious company. |

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| **EDUCATIONAL QUALIFICATION** |
| * [Matriculationfrom Education Board of Pakistan with ComputerScience – 2008 ] * [Intermediate from Sindh Intermediate board 2010] * [Bachelor of Commerce Karachi University] |

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| **WORK SUMMARY** |
| Brand Ambassador April 2019 –Till Day  **Duties and Responsibilities**   * Floor Performance Re-ordering process for promotions * On shelf product Management Stock Management * Inventory Management Communication with staff on the floor * Responding to incoming email and phone enquiries * Cold calling to arrange meetings with potential customers to prospect for new business * Checking the quantities of goods on display and in stock |

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| **HUAWEI TELECOM (DUBAI)**  Brand Ambassador July 2017 –May 2019  **Duties and Responsibilities**   * Listening to customer requirements and presenting appropriately to make a sale * Maintaining and developing relationships with existing customers via calls and emails * Responding to incoming email and phone enquiries * Negotiating the terms of an agreement and closing sales * Gathering market and customer information * Representing their company at trade exhibitions, events and demonstrations * Negotiating on price, costs, delivery and specifications with buyers * Checking the quantities of goods on display and in stock |

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| **NOOR AL NAHAR ELECTRONICS (SHARJHA)**  Accountant Cum PurchaserDecember 2012 –May 2017  **Duties and Responsibilities:**   * Representing their company at trade exhibitions, events and demonstrations * Negotiating on price, costs, delivery and specifications with buyers * Checking the quantities of goods on display and in stock |

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| **KEY SKILLS & COMPETENCIES** |
| * Excellent communication skills and networking power with good interpersonal skills. * Strong negotiation power. * Enthusiastic, self-motivated, active with excellent soft skills. * Great ability to develop business with networking skills. * Customer Focused. * Strong IT knowledge. * Pleasing personality and convincing traits. * Ability to handle offensive costumers. * Excellent Communication skills in English, Arabic, Hindi and Urdu. * Proven ability to undertake position of responsibility and leadership. * Enthusiastic and ambitious to achieve career goals * **Having Valid UAE LMV Driving License [DL NO #3868371]** |

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| **MAJOR RESPONSIBILITIES** |
| * Handling day to day Accounts * Serving Customer * Sales Analysis * Merchandising * Stock management * Demonstrating/Presenting Products promotions * Petty cash Management & cash book Reconciliation * Making Purchase Order * Preparing Schedules * Inventory Control |
| **PERSONAL DETAILS** |
| * Date of Birth : 4th April 1989 * Nationality : Pakistani * Gender : Male * Visa Status : Employment |
| |  | | --- | | **LANGUAGES** | | * ENGLISH * ARABIC * URDU | |
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I declare that information given above is true to the best of my knowledge. I would be proud to be associated with your esteemed organization which I am sure would prove with a positive results.

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AKBAR