



TAHAWUR ALI

HR & Sales Innovator

PROFILE

BSC (Zoology & Psychology)

I consider my self a responsible and orderly person.

I am looking forward to enhance my working experience.

CONTACT ME

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Tahawur55@gmail.com

al Ghubaiba Sharjah
UAE



EDUCATION

PUNJAB UNIVERSITY LAHORE

bachelor of science in (Zoology, Psychology)

SUPERIOR COLLEGE RAIWIND

Intermediate(FSC, Pre Medical)

GOVT, JAVED HIGH SCHOOL

Secondry School certificate(Science)



LANGUAGE

URDU NATIVE

PUNJABI NATIVE

ENGLISH ADVANCED

TURKISH ADVANCED

Arabic Beginner



COMPUTER SKILLS

3 Months Diploma in Microsoft Office Spreadsheet.

Slide presentation.



DIPLOMAS

Diploma In Disaster Management(IBA Karachi)

Diploma in Disaster maangement (PIDE)
Certificate in Disaster

KOHINOOR MILLS LIMITED

Experience

HR Assistant Kohinoor Mills Limited.

Provided administrative support to HR department, including processing payroll, preparing benefits paperwork, and maintaining employee records.

Conducted employee onboarding and offboarding.

Investigated employee complaints and concerns.

Developed and implemented employee training programs.

VOLUNTEER EXPERIENCE

Firefighter Lahore Fire Department Gulberg, CA 2015 - 2018

Responded to fire alarms and emergencies.

Extinguished fires and rescued victims.

Conducted fire safety inspections and provided emergency medical assistance.

Sales Representative AR Solutions KarachiTown, CA 2012 - 2015

Developed and maintained relationships with clients.

Identified and qualified sales leads.

Presented product and service offerings to clients.

Closed deals and generated revenue.