

Muhammad AFZAL HUSSAIN

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Career Objective: Passionate job seeker with strong organizational skills eager to secure entry-level Retail Sales Associate position to help the team leader in achieving the company goals. A hardworking, self-motivated and responsible with outgoing personality and good communication skills.

Education

Iconic institute

[Advanced level barista course] [Date-2023-03 To 2023-05]

Customer service; Introduction to coffee. Espresso preparation. Milk preparation.

Make every types coffee. Ice latte. Caffè macchiato. Drink preparation

Latte Art coffee. Espresso. Cappuccino. Americano. Latte. Ice latte. Caffè macchiato

Cold brew; Ice Americano; Ice Macchiato; Ice Cappuccino. Every types of mojito, Milk shake

Udemy academy

[Computer course] [Date-2022-10 To 2023-01]

Use excels. Word processing. Spreadsheets. Presentations. Used words.

Microsoft Office. Data analytics. Email communication.

- **Udemy Academy**

[Complete Digital Marketing Courses] [Date-2022-06 TO 2022-08]

Make a web; YouTube marketing; Market Research; Instagram marketing; App marketing; Facebook ads.

Email marketing; Copywriting marketing; Facebook marketing; Twitter marketing;

Google AdWords/ads. Pinterest marketing; Quora marketing; Search engine optimization.

LinkedIn marketing.

- **Board of Intermediate & Secondary Education Lahore - Lahore Pakistan**

Associate of Arts: Business Economics] [Date-From 2020-03 TO 2021-04]

- **ILM Lahore Grammar School - Lahore- Pakistan**

[High School Diploma] | [Date-2015-03 - 2017-04]

SKILLS

- Customer service skills.
- The ability to work well with others
- Campaign management
- To be thorough and pay attention to detail
- Social & digital media marketing
- Sales Events
- Call Scheduling
- Client Nurturing
- Store opening and closing.
- Sales expertise
- Product promotions
- Product and service sales
- Cash Handling Excellent

- Cash register operation
- Interpersonal Communication
- Attention to Detail
- The ability to accept criticism and work
- A desire to help people
- Active listening skills.
- A good memory.
- Multitasking Abilities
- Map reading and navigation skills
- Knowledge of state roads and highways
- Order picking and processing
- GPS and route planning
- Point of sale operation

Experience

Sales and Marketing Assistant | [Hamdard Pakistan] | [Lahore]

Date-From 2021-04 – To - 2022-01

- Assisted call-in customers with questions and orders.
- Supported sales team with administrative assistance such as coordinating paperwork and responding to basic inquiries.
- Tracked, measured, and reported on trends for sales team analysis and decision making. Demonstrated willingness and interest in learning new tasks and skills.

Sales and Marketing Assistant | [Shoe Box Pakistan] | [Lahore]

Date- From 2021-04 – To- 2021-08

- Assisted call-in customers with questions and orders.
- Supported sales team with administrative assistance such as coordinating paperwork and responding to basic inquiries.
- Tracked, measured, and reported on trends for sales team analysis and decision making. Demonstrated willingness and interest in learning new tasks and skills.
- Collected and analyzed data on vendor demographics, preferences, and needs

References

- [can be provided upon request