Ali Rizwan

Junior Analyst | Administrator |

An experienced Junior Analyst and Administrator, handling data, projects, and office tasks for years now. I know my way around analysis tools, databases, and teamwork like the back of my hand. With a Bachelor's degree in Computer Science, I've consistently delivered top-notch results in fast-paced setups. I'm all about building solid connections with stakeholders and





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Dubai, United Arab Emirates



05 September 1990



Linkedin.com/in/alirzwn



Junior Business Analyst

OKAB Group

02/2023 – Present, DUBAI, UAE

The **OKAB** Group is a multi-national enterprise that has its main office in Dubai and branches across the world.

Tasks

- Trained in gathering, validating, and documents various system information and business requirements.
- Responsible for carrying out in-depth evaluation and verification of the system capabilities and liaise between end-users and software developers.

Store Manager

BATA Shoes

08/2022 – 02/2023, Lahore, Pakistan

Bata: Global footwear icon since 1894, offering stylish & affordable shoes for all ages. Comfort, innovation, sustainability.

Tasks

- Monitor sales performance, analyze market trends, and ensure customer satisfaction.
- Motivate sales teams to provide excellent customer service and develop effective business strategies to achieve sales targets in a competitive market.
- Manage inventory levels, replenishment, and optimal product placement to optimize sales and minimize stock issues.
- Generate and analyze reports on sales, inventory, and key performance indicators to evaluate store performance and identify areas for improvement.



09/2008 – 11/2012, **Pakistan**

Sargodha,

Bachelor's in Computer Science

University of Sargodha



CERTIFICATES

Android Development Certificate (01/2015 - 03/2015)

Learn Android Development from Code Informatics.

UAE Driving License

(Expected 01/2024)

Classes in progress for Driving License from EDI



HONOR AWARDS

Best Employee Award

The Diner's Shop (2019/2020)



IT Trainer

Perfect Institute of Modern Science 01/2018 – 12/2018, Lahore, Pakistan

Tasks

- Create and deliver training materials, including presentations, handouts, and guides, according to the needs of the trainees.
- Deliver training sessions on various IT topics, using clear and simple explanations



Branch Manager

DINERS

01/2019 – 08/2022, Lahore, Pakistan

DINERS is a registered trademark of AL BARAKA APPAREL and has been in the fashion industry since 1990.

Tasks

- Oversee the daily operations.
- Lead and manage a retail team to achieve sales targets and deliver exceptional customer service.
- Develop and implement sales strategies and promotions to increase revenue.
- Maintain a customer-oriented approach, respond to inquiries and ensure a positive shopping experience.
- Conduct staff training sessions to improve product knowledge, sales skills, and customer service skills.

Web Developer

MicroKosam

08/2014 – 12/2017, Islamabad, Pakistan

Systems integrator and technology provider, established to Provide leading edge intelligent technical solutions and consulting services to businesses.

Tasks

- Design and develop visually appealing user interfaces using HTML, CSS, and JavaScript".
- Implement responsive design to ensure a consistent user experience across different devices.
- Build server-side applications using various programming languages.
- Customize and create websites using CMS platforms

Web Developer

Dynasetter

10/2013 – 08/2014, Islamabad, Pakistan

Systems integrator and technology provider software house.

Tasks

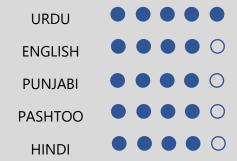
- Design and develop visually appealing user interfaces using HTML, CSS, and JavaScript.
- Implement responsive design to ensure a consistent user experience.







LANGUAGES





INTERESTS

