



ANWARSOHAIL

Contact

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Languages

- English
- Urdu
- Pashto

Skills Highlights

- Microsoft Proficiency
- EDS
- SAP
- Resoucefulness
- Time Mangement
- Organization

Achievements

- Awarded PM Laptop
- Participated in EBS Programs 2016
- Participated in Zero Discrimination Day at IM Sciences
- Participated as a leader in sports day at Minjiang University

Objective

An individual with strengths in adaptability, dependability and the determination to get a job done as proven by my various educational subjects and extra-curricular activities. Currently, pursuing a demanding career in Business field where I can utilize my skills and knowledge to the fullest, with the aim to accomplish organizational Goals while focusing on building a solid foundation for my career ahead.

Education

Qualification	CGPA/ Percentage	Year	Institution
MBA	3.06 / 81.21%	2021	Minjiang University China
BBS	2.88 / 72%	2018	IMSciences University

Experience



Audit Officer PepsiCo Northern Bottling Company May 2022- Jan 2024

- Preparing Raw materials consumptions reports.
- Monthly physical Audit of Finish Goods, Shipping Assets, Raw materials store and preparing their reports.
- Checking and verifying of shipping entries, are posted correctly.
- Distribution’s stocking taking on surprise basis and verifying leak & burst claims at distributions and preparing their reports.
- Checking and verification of sales staff incentives.



Marketing & Sale Officer Fuzhou Venus knitting – ChinaJan 2020 to Nov 2020

- Coordinating with advertising and media experts to improve marketing results.
- Managing the company social media presence across all digital channels.
- Approaching customers via social network and phone calls.
- Resolved customer complaints & provided all-time great customer service.



HR Intern at CRDO – Peshawar April 2018 to Sep 2018

- Updating the organization internal database with the contact details of new employees.
- Responsible for scheduling interviews with shortlisted candidates.
- Management of personal files of employees.
- Attendance management.
- Leave management.