



# AZEEM AMEEN

## Professional Business Developer

### Career Summary:

Creative Marketing and Sales professional with more than 10 years' experience (2.5 years in UAE) of managing sales, merchandising, operations, storekeeping at regional and corporate levels.

- UAE Driver's License # 3  
(Validity 2014 – 2024)
- Year of Birth: 1984
- Nationality: Pakistan
- Visa Status: Visit Visa till  
10<sup>th</sup> November 2023

### Contact

- Current Location: Dubai, UAE
- ☎ +971-55-5593045
- ✉ ameen.azeem100@gmail.com

### Skills

Sales and Business Development

Key Account Management

Merchandising / Inventory Control

Customer Service

Office and Store Management

Results Oriented

Quality Assurance and Control

Team Management

### EDUCATION

- ✚ **Master of Business Administration** **2009**  
**MBA Specialization in Marketing**  
Gift University – Gujranwala, Pakistan
- ✚ **Bachelor Of Arts** **2007**  
University of the Punjab, Lahore, Pakistan

### EXPERIENCE

#### SALES SUPERVISOR

(3.8 years from 2020 – 2023)

AA Trading & Outsourcing, Gujranwala Pakistan

##### Job Responsibilities

- To build relationships with key clients and establishing long-term business partnerships with them
- To establish and enforce company policies regarding customer relations, sales techniques, and work ethics
- To explore new opportunities for growth in the industry
- To supervise and coordinate sales staff

#### ADMIN & SALES COORDINATOR

(4 years from 2016 – 2019)

AA Trading & Outsourcing, Gujranwala Pakistan

##### Job Responsibilities

- To coordinate sales team by managing schedules, filing important documents and communicating relevant information
- To prepare sales reports by collecting, analyzing, and summarizing information
- To Handle Phone call, Emails, Meetings, recording minutes from meetings
- To build and maintain CRM database

## Proficiencies

Presentations and Trainings

ERP (POS, First Bit, Candela, Sunrise)

MS Office - Word, Excel, Power Point

## Languages

Urdu - Native

Punjabi - Native

English - Proficient

Arabic - Beginner

**UAE Driver's License # 3**  
**(Validity 2014 – 2024)**

### ◆ SALES MERCANDISER

(2 years from 2013 – 2015)

(Toys & Sports)

Atiq Liusie General Trading L.L.C, Dubai, UAE

**MAF-Carrefour/Lulu Hypermarkets/Hyper Panda, Geant Dubai, UAE**

#### **Job Responsibilities**

- To manage orders, display, inventory, promotions, damage products on daily basis
- To analyze sales figures - reporting growth, expansion, and gather information on market trends
- To achieve monthly, quarterly and annual sales targets
- To coordinate with supervisors and section managers in order to maintain quality standards by enforcing organization's strategies

### ◆ RETAIL OUTLET/STORE MANAGER

(1 year from 2011 – 2012)

Bata Pakistan Limited, Gujranwala, Pakistan

#### **Job Responsibilities**

- To maintain customer relationship management (caring of customers complains and satisfy them)
- To resolve service-related issues in timely manner
- To manage outlet business operations (stock, cash, salary statements, banking, etc)
- To handle damaged products, returns, stock aging, visual merchandising, etc
- To perform team management (facilitate staff learning and development)