

FARHAN RIAZ

Experienced Manager and Supervisor



PERSONAL DETAILS

H#110/A Ali View Lahore Cantt, 54000 Lahore
f50123747@gmail.com, 03451894081
Date of birth: May 6, 1994
Place of birth: Lahore
Gender: Male
Nationality: Pakistan
Civil status: Unmarried

EDUCATION

Intermediate (I. Com)
Leadership College, Lahore

Sep 2012 – Aug 2014

Matriculation
Private, Bhimber

May 2010 – Apr 2012

EMPLOYMENT

Branch manager
Cakes and Bakes Pakistan Limited, Lahore

Jun 2011 – Feb 2022

Managed overall operations, supervising team of bakers, decorators, and sales staff to deliver high quality baked goods and exceptional customer service. Key achievements include:

- Increased revenue sales through effective inventory management, marketing strategies, and customer engagement
- Implemented process improvements, resulting in waste reduction and increased productivity
- Maintained a clean, safe and sanitary work environment, adhering to food safety standards and regulations

SKILLS

Cash Management and Sales Transactions

Customer Service skills

Management skills

Teamwork and Adaptability

Prompt response and Emotional Intelligence

Employee development and Performance Evaluation

Quality Control and Safety Management

Inventory Management and Supply Chain Management



CERTIFICATES

Training Certificate

- Successfully completed one-day training on Enabling Sales Force to Meet Quantity Targets

Dec 2021

One-Day training wrokshop

Attended one-day training workshop on KPI Based Performance Management System-II

Sep 2018

Training Certificate

Attended one-day training on Breaking The Enigma of Selling

Apr 2018

LANGUAGES

Urdu

English

HOBBIES

■ Cricket

■ Photography

■ Editing

EXTRACURRICULAR ACTIVITIES

Cricket team Captain

Govt School Bhimber, Bhimber, AJK

- Led Cricket team and Won 1st prize as a Captain

Lahore, May 16, 2024

Farhan