

CURRICULUM VITAE



IHTESHAM ASGHAR

Email id- ihteshamasgar3@gmail.com

Mob- +971-555098866

Add: Sajja, Sharjah U.A.E

CAREER OBJECTIVES:

To join a visionary, high growth, innovative, empowering firm, which ensures constant learning opportunities? Career with enough challenges and opportunities to prove my capabilities to achieve the Retail goals of the organization.

AREA OF EXPERTISE:

- Expertise in s arranging tactics and marketing strategies.
- Utilize computer terminal to properly account for inventory issues, returns & documentation
- Team training through positive motivates aspects and office administration including public relations.
- Well-developed communication skills, good interpersonal skills, personable and respective, cheerful and friendly.

WORK EXPERIENCE:

- Working with **Sharjah cooperative society** from March 2023 to till.
- Worked as Accountant with **Bilal Manufacturing Co. Private LTD Pakistan** from Feb 2021 to 2022.
- Worked as Assistant Accountant with **Mehar Group Sports Manufacturing Pakistan** from Jan 2020 to Jan 2021.
- Worked as Cashier (Part Time job) with **Ever Fresh Mart Pakistan** April 2018 to Nov 2019.

KEY ROLES AND RESPONSIBILITIES:

- Business developments, Team development, boosting the productivity of the team, follow up etc.
- Vast knowledge of Middle East retail markets, products and suppliers.
- Hardcore aggressiveness of market trends and range updating.
- Well experienced in store inventories and stock management.
- Curiosity and Self-Determination to achieve the Target budgets according to the trend of the store.

➤ **Target Setting**

- Analyze and interpret data internal and external.
- Identify growth/decline factors in the market across all categories.
- Marketing and Promotion Activities Identify retail competition.
- Plan full year promotional calendar. Exclusive customer & trade offers).

➤ **Category Management**

- Perform clerical duties in a store department.
- Define new product listing and negotiation of supplier support.
- Plan and arrange logistics required shipments.
- Receiving shelf life policy.
- Receiving process, GRN, Put away.
- Excess stocks tracking and action.
- Excess stocks reporting to sourcing team for liquidation.
- Vendor coordination for stock reports and GRV.
- R-STO process on timely.
- Daily and Monthly receiving report updating.
- Arrange the shelf according to brand wise and expiry date.
- Processing and packing branches orders ready to ship.
- Managing stock levels and placing orders for new materials where required.
- Entering data into computer systems to keep stock inventory up to date.
- Keeping the warehouse area clean, tidy and free from unnecessary hazards to uphold health and safety.

➤ **Managerial and Administrative Functions**

- Supplier negotiation. Supervise in store merchandise.
- Inventory Control and supply chain management.
- Identifying new opportunity new suppliers & products.
- Manage, motivate and leading the team with a positive attitude.
- Plans, organize, implement and evaluate section activity on a day-to-day basic Professional Skill.

EDUCATION QUALIFICATION:

- **Mater in Finance (M.B.A.)** University of Sialkot Pakistan
- **Associate Degree in accounting** University of Central Punjab Pakistan.

SOFT SKILLS:

- Well versed with ERP Gold Software, Ms Dos, Ms Windows, MS-Office (Word, Excel, Outlook) etc.

PERSONAL DOSSIER

Date of Birth : 29th August 1995
Father's Name : Mr. Ghulam Asghar
Marital Status : Single
Nationality : Pakistan
Religious : Islam
Sex : Male

PASSPORT DETAILS:

Passport No	Place of Issue	Date of issue	Date of Expire
YL1821761	PAKISTAN	20 JUN 2022	19 JUN 2027

DECLARATION

I confirm that the information provided by me is true to the best of my knowledge and belief.

Place: Sharjah
Date:

(Ihtesham Asghar)