

Muhammad Haseeb Mansoor



Education

University of Management and Technology

MBA, Marketing, February 2020
CGPA 3.45

Lahore School of Economics

BBA, Marketing, Aug 2016
CGPA 3.57

The Lahore Alma

A Levels, Aug 2012

Private

O Levels, June 2010



Employment

Sales Coordinator, Texo Poly Industries, Lahore

Nov. 2022 – May. 2023

- Sales Coordination of Flexible & WPP division.
- Created sales order on Excel and SAP from PO of different companies.
- Made dispatch plan for dispatch of goods.
- Data entry of delivery challan, invoices.
- Inventory and database management.
- Coordinated with various departments for smooth processes.

Business Development Officer – Corporate Sales, Zong CMPak, Lahore

Sep. 2021 – Aug. 2022

- Generated leads through door to door visits, scheduled meetings, emails, and calls.
- Marketed services on online platforms.
- Maintained relationship with onboarded clients.
- Worked on various portals.

Sales & Marketing, Port Link International Service, Lahore

Sep. 2019 – Dec. 2019

- Visited assigned territories and pitched services to prospective B2B clients.
- Generated queries and quoted rates.
- Follow up and prepared sales activity report on daily basis.

Management Trainee Officer - Client Support, FranklinCovey Pakistan, Lahore

Nov. 2016 – July. 2017

- Coordinated with corporate clients via email and calls.
- Preparing and arranging all the material required for training.
- Supporting the facilitator during training.
- Preparing post profiling workshop after every workshop.
- Inventory and database management.

Personal info

Phone:

+971583076715

Email:

muhammad_haseeb92@hotmail.com

Address:

Standpoint Tower, Downtown, Dubai

Date of Birth:

1st December 1992

Hard Skills

- Microsoft Office
- SPSS
- SAP
- CRM/CSP/HCM

Soft Skills

- Learning
- Patience
- Communication
- Customer Service
- Teamwork
- Time management

Interests

- Cycling
- Photography
- Social Networking
- Sports
- Traveling

Short Course

Graphic Designing

Lifetime Learning at LUMS



<https://www.linkedin.com/in/muhammad-haseeb-mansoor-a21047120/>