



SYED NOMAN MAJEED

☎ +971 55 2269250
✉ syed.noman1999@hotmail.com
📍 International City Morocco
Cluster I-15 International
City Dubai

NATIONALITY

Pakistani

EDUCATION

SSC (Computer Science)

HSC(Commerce)

EXPERTISE

- Strong problem-solving skills and attention to detail.
- Excellent communication and interpersonal skills.
- Active listening abilities and empathy towards customer needs.
- Adaptability and flexibility in a fast-paced environment.
- Can manage MS Office.

LANGUAGE

- English
- Urdu
- Hindi

OBJECTIVE:

Dedicated and results-driven Customer Support Specialist with a proven track record of delivering exceptional service and building positive customer relationships. Seeking a challenging position in the UAE where I can utilize my skills to enhance customer satisfaction and contribute to organizational success.

WORK EXPERIENCE

○ June 2018 TO August 2019

Ignytes Agency Pakistan

Sales And Support

Effectively reached out to a diverse clientele spanning the UK and Australia, specializing in transforming their online business presence. Orchestrated the creation of professional websites, crafted strategic social media marketing campaigns, and implemented SEO strategies to enhance their digital visibility and drive growth.

○ August 2019 - December 2022

ABS International

Manage Orders and Support

Proficiently provided exceptional customer support and managed inbound inquiries, orders, and consultations for clients in the USA seeking interstate vehicle transportation services. Engaged customers through various channels including inbound, Out bound calls, email correspondence, and live chat, ensuring a seamless and satisfactory experience

○ January 2023 - July 2023

Bridgeway Logistics LLC

Manage Orders and Support

Proficiently provided exceptional customer support and managed inbound inquiries, orders, and consultations for clients in the USA seeking interstate vehicle transportation services. Engaged customers through various channels including inbound, Out bound calls, email correspondence, and live chat, ensuring a seamless and satisfactory experience

○ 27 July 2023 - Till Now

Al Nasl Passengers Transport LLC

Data Entry and Account

Accurately conducted data entry tasks, proficiently creating invoices, and maintained Debit and Credit accounts.

CERTIFICATIONS:

Graphic Designing from
Arena Multimedia.

REFERENCES:

Available upon request.