



MUHAMMAD WAQAR



CONTACT

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United Arab Emirates, Abu Dhabi



OBJECTIVE

"Friendly and efficient multitasker with a knack for creating a warm and welcoming atmosphere, seeking a role in your office. Strong organizational and communication skills and dedication to providing exceptional service in a professional setting."



EDUCATION

Security Cadre Training Centre

Feb 2020

SIRA License (By Dubai Police)

University of Azad Jammu and Kashmir Muzzafarabad

2015

Bachelors in Arts

Board of intermediate Mirpur AJK

2012

Pre-Engineering (ICS)

Garrison Science College Barnala AJK

2009

HSSC in Computer Science



SKILLS

Driving License No.3

Own Car.

Strong awareness of local properties, including zoning, financing options, and mortgage types. Passionate about building effective relationships and providing exceptional customer service. Expert multitasker with fantastic organizational and problem-solving skills.

Proficient in computer and typing skills as well as experience with Microsoft Office, and business communication software.

Expert in Property related CRMs like Bayut, Property finder. Strong knowledge of databases and tracking system/CRM

Advanced written and verbal communications skills.



EXPERIENCE

Nationwide Middle East Properties LLC

2-Jan-2024 - Present

Property Consultant

Arranging & Conducting viewings with clients. Performing daily tasks given by team leader and management. Property market analysis and research for proper buying and selling property.

Bricklane Properties Management LLC

May 2022 - January 2024

Real Estate Broker

Advertise properties through a variety of marketing techniques. Evaluate the clients' desires and economic capabilities to discover the appropriate suggestions. Supervise real estate agents. Remain knowledgeable about the market and best practices.

Ejadah Asset Management LLC UAE

Feb 2020 - May 2022

Security/Admin

Performed all admin work and CCTV related investigations. Making reports and Emailing them to concerned department. Patrolling all the areas for safety purpose of the property. First responder to any emergency case. Escorting the officials to their desired location.



LANGUAGES

English

Urdu/Hindi/Punjabi

Arabic (Beginner)



PERSONAL DETAILS

Date of Birth : 09-10-1993

Nationality : Pakistan

Visa : Employment Visa

