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📍 Dubai, United Arab Emirates

SKILLS

Communication skills

Customer Service

Time Management

Dependability

Judgement

Attention to Details

Team Work

PERSONAL DETAILS

Date of Birth : 01/04/1999

Marital Status : Single

Nationality : Pakistan

Religion : Islam

Passport : DV8207032. EXP 03/02/2027

Driving Licence : UAE Driving Licence (LMV Manual)

Place : Dubai, UAE

LANGUAGES

● English - Read, Write, Speak

● Urdu - Read, Write, Speak

● Pashto - Read, Write, Speak

● Hindi - Speak

OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally, where I can utilize my skills and knowledge appropriately. Seeking for a position with an exciting and ambitious company that provides room for progression.

EXPERIENCE

Sales and Marketing Representative.

Aug 2023 - Present

- Adel And Bros L.L.C. (Dubai)
- Present, promote and sell products/services using solid arguments to existing and prospective customers.
- Establish, develop and maintain positive business and customer relationships.
- Reach out to customer leads through cold calling.
- Supply management with reports on customer needs, problems, interests, competitive activities, and potential for new products and services.

Security System Operator. (CCTV)

Sep 2022 - Aug 2023

- NSHAMA TownSquare Dubai.
- Performed duty as Security System Operator at NSHAMA TownSquare on behalf of Berkeley Security Services L.L.C.
- Responsible for monitoring security camera footage to detect and prevent vandalism, theft and other crimes.
 - Maintaining day-to-day tasks include maintaining equipment, storing footage, walking the premises, logging issues and reporting suspicious activity.
 - Professionally Maintaining all the records on excel sheet such as, Move-in/Move-out, Access Control, Investigations, Observations, and all other activities records related to Control Room Operations.

Sales Representative.

Jul 2019 - Sep 2022

- Continental Biscuits Limited (LU). Pakistan.
- Using Salesflo an advanced marketing software system in pakistan, include prospecting new clients, managing customer relationships, processing orders, meeting sales targets, and providing excellent customer service. Additionally, analysing sales data, stay updated on product knowledge, and collaborate with the team to ensure a coordinated approach to sales efforts.

Security Officer.

Dec 2017 - Jun 2019

- Al Saqr Al Fiddi Security Services L.L.C. (Dubai)
- Worked as a Security Officer Tasked with securing the premises and personnel by staying on patrol, monitoring surveillance equipment, performing building inspections, guarding entry points, and verifying visitors.

EDUCATION

Bachelor of Arts

2020

- Abdul Wali Khan University, Mardan, KPK, Pakistan.

Diploma In Commerce (Short Hand)

2017

- Board Of Technical Education, Peshawar, Pakistan

Secondary School Certificate

2015

- Board Of Intermediate & Secondary Education, Mardan, Pakistan.

ACHIEVEMENTS & AWARDS

- SIRA (Security Industry Regularity Agency), Dubai. License Holder.
- Security Guard Training.
- Basic Life Support Training.
- People of Determination Training.