



MUHAMMAD SAJJAD

Contact

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Objective

It is my greatest pleasure to work in a company that will give me opportunity to contribute effectively to my development through the application of my training and experts and also for me to give my best to enhance the growth of the company.

Skills

- Good communication skills.
- Very energetic result oriented and organized ➤ Efficient and well behaved person.
- Ability to work Hard and result oriented.
- Quick adaptable personality with any nature.
- Sincere and honest in assigned duty

Work Experience

- Worked as **Electrician** in KPK, Pakistan for the period of 02 years.
- Worked as **Teaching** in Al Ghazali Islami Model School Shewa Adda, Pakistan for the period of 01 years.

LANGUAGE

Pashto

Urdu

English

Declaration

I hereby declare that the above-mentioned information is correct to best of my knowledge and belief. I bear the responsibility for the corrections of the above mentioned particular

- Keeping a record of sales and restocking the store accordingly.
- Managing and training store staff.
- Planning promotional campaigns for new products or specials.
- Ensuring that the store is kept clean and organized.
- Mediating any confrontations between staff and clients, and de-escalating the situation.
- Collect, process, and document all merchandise received and paid for, assisting with inventory activities as necessary
- Assist in receiving all merchandise from suppliers
- Check all merchandise for discrepancies and damages
- Sort merchandise according to pricing and location at store
- Store merchandise in proper location to increase sales
- Maintain stock levels by checking stock on hand against sales reports

Educational/ Technical Qualification

Degree	Marks	Year
• Matric	599/1050	2013
• DAE Computer	1919/3100	2016
• BA	352/700	2020