



Curriculum

SHEHERYAR HANIF

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■ ■ **OBJECTIVE**

Looking forward to peruse challenging career, which enables me in understanding of organization and further be part of the solution to the problems, eagerly involved in continuous learning, upgrading knowledge and skills, looking fervently towards further future growth.

■ ■ **PERSONAL INFORMATION**

Date of Birth	:	10-10-1996
Nationality	:	Pakistani
Current Address	:	Shabiya 12, Abu Dhabi, UAE
Visa Status	:	Tourist Visa

■ ■ **ACADEMIC QUALIFICATION**

Bachelors Degree from University of Peshawar (2019)

■ ■ **EXPERIENCE**

- **Sales Incharge in SB Garments Pakistan (Since 2017)**
 - Handeling Daily Customers in the shop
 - Overseeing Warehouse staff functions
 - Communicating with suppliers
 - Updating Social Media
 - Monthly Sales Report
 - Monthly Stock Report
 - Annual Inventory Count
 - Making Quotation, Invoices, Purchase Orders

■ ■ **IT Skills**

- **Microsoft Word, Excel, Outlook**
- **ERP used in the shop**

■ ■ **LANGUAGES**

- **English**
- **Urdu/Hindi**

■ ■ **REFERENCES**

Reference will give on demand