

UBAID Saghir



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Visit Visa Will Expire on 13th June 2022

PROFILE SUMMARY

To serve in an organization having room for creativity and innovations. Where I must face challenging work environment. An organization of repute where I can find lucid career path and rewards are given on the basis of performance and achievements Motivated and enthusiastic individual having hands on experience in Marketing, Sales and Advertisement

KEY AREAS OF EXPERIENCE

- Customer Services
- Sales & Promotions
- Selling
- Multi Tasking
- Business Development
- Public Relationship
- Cash Holder

PROFESSIONAL EXPERIENCE

SKY EXCHANGE Nov 2016 to Feb 2022 (5 Years) Cashier

Responsibilities:

- Purchase Foreign Currency
- Posting of General Voucher
- Payment Voucher & Purchase General
- Customer Services

YAQOOB GARMENTS Jan 2015 to Oct 2016 (22 Months)

Relationship officer:

Responsibilities:

- Confer with customers by telephone or in person in order to provide information about Yaqoob pvt Ltd. garments product and services a full potential sale to gain main commitment to purchase products.
- Identified the potential companies and listed those companies which we could get more business with.
- Made appointment with the company's general manager personnel to generate right information and get more references to highly invested customers in a company

Education Qualification

- I COM (INTERMEDIATE) GOVT. OF AZAD JAMMU & KASHMIR – BOARD OF INTERMEDIATE & SECONDARU EDUCATION 2014
- Matriculation (10th standard)OF AZAD JAMMU & KASHMIR – BOARD OF INTERMEDIATE & SECONDARU EDUCATION 2011
- 06 Months Professional Diploma in Basic Computer Knowledge (MS Word, MS Excel, Power Point etc.. from TALAAM INSTITUTE OF MODREN TECHNOLOGIES (TEVTA) Kotli Ajk Pakistan.

Skills:

- Physical and mentally able to handle assigned tasks
- Ability to perform work requiring considerable, Understanding and medium to heavy heave physical effort.
- With patient in every duties and responsibilities given
- Able to work in a team or independent
- Hardworking
- Service and customer oriented
- Able to work with all kind of condition

Personal Details

- Father Name : Muhammad Saghir
- Date of birth : 20/10/1996
- Nationality : Pakistan
- Marital Status : Single
- Religion : Islam
- Language Known : English Urdu, Punjabi

Passport Details

- Passport No : AP5949132
- Date of Issue : 21/05/2021
- Date of Expiry : 20/05/2026
- Place Of issue : Pakistan

Declaration

I certify that the above is true and correct to the best of my knowledge and ability. If given a chance to serve you, I assure you that I will exe/cute my duties for the total satisfaction

UBAID Saghir