

Nauman Khaliq Qureshi

00971-546231766

Naumanqureshi320@gmail.com

Nationality : Pakistan,

Current country : Dubai,

Visa Status : Visit Visa,

Visa Expiry ; 14 Apr, 2022

Sales Coordinator equipped with extensive experience in automotive sales management. Employs excellent leadership skills and multi-tasking strengths. Demonstrated ability to improve store operations, increase top line sales, and reduce costs.



Experience

JAN, 2019 TO JAN, 2022

Worked with PepsiCo. (Sales Coordinator).

ISLAMABAD, PAKISTAN.

- Present, promote and sell products/services using solid arguments to existing and prospective customers.
- Perform cost-benefit and needs analysis of existing/potential customers to meet their needs.
- Establish, develop and maintain positive business and customer relationships.
- Reach out to customer leads through cold calling.
- Expedite the resolution of customer problems and complaints to maximize satisfaction.
- Achieve agreed upon sales targets and outcomes within schedule.
- Coordinate sales effort with team members and other departments.

FEB, 2014 to OCT, 2015

TRAINEE ENGINEER, OIL AND GAS

DEVELOPMENT COMPANY LIMITED (OGDCL).

CHAKWAL, PAKISTAN.

- Aided in analyzing, designing and implementing solutions based on provided customer parameters and needs.
- Conducted research to test and analyze feasibility, design, operation and performance of equipment, components and systems.
- Operated tools in compliance with internal safety standards to reduce liability and support work order execution.
- Handled administrative tasks such as answering phones, replying to emails, ordering materials and keeping workspace clean and organized.
- Administered budget, tracked expenses and documented changes.
- Sourced suppliers and purchased necessary materials for work.

REFERENCES : References available on request.

Highlights

- Results-oriented
- Revenue generation
- Business development
- Effective marketing
- Organizational capacity
- Operability and commitment
- Ability to motivate staff and maintain good relations
- Resistance to stress
- Good manners

Education

May, 2015

Associate Engineer: Petroleum Technology.

RED-C Institute of Engineering and Technology, Islamabad, Pakistan.

2011

MATRICULATION IN SCIENCES.

EFA MONTESSORI SCHOOL,
Rawalpindi, Pakistan.

CERTIFICATION

- Appreciation (Ever highest sale)
- Q3 (ever highest sale) in whole region.
- IELTS
- Rig Pass
- Nebosh IGC
- H2S
- OSHA