

MUHAMMAD YASIR

Contact Details:

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Personal Information:

Father's name : Afsar Muhammad Marital status : Married
Date of birth : 15 March 1987 Religion : Islam
Visa Status : Visit Visa Nationality : Pakistani
Driving License : Valid UAE driving License

CAREER OBJECTIVE:

To pursue a challenging career in a dynamic organization, where my education, skills, experience, energies & abilities will be utilized to their full potential & opportunity exists for professional growth.

WORKED EXPERIENCE :

Kashf Foundation, Nowshera Pakistan

(Oct 2019 to Dec 2021)

Business Development Officer

1. Attracting new clients by innovating and overseeing the sales process for the business.
2. Identifying and researching opportunities that come up in new and existing markets.
3. Preparing and delivering pitches and presentations to potential new clients.
4. Communicating with clients to understand their needs and offer solutions to their problems.
5. Running outbound campaigns (phone calls, emails, etc.) to create sales opportunities.

Artic Construction Pvt LLC, Riyadh KSA

(Dec 2016 to Feb 2019)

Site Supervisor

1. Maintains project administration in a correct and timely manner.
2. Orders materials and equipment and takes care of the necessary permits.
3. Accomplishes construction human resource objectives by selecting, orienting, and training employees.
4. Manages sub-contractors by locating, evaluating, and selecting contractors.
5. Accomplishes construction project results by defining project purpose and scope.

Aqua Blue Water Treatment LLC, Ajman UAE

(Feb 2012 to April 2016)

Sales supervisor

1. Greet and assist customers.
2. Respond to customer inquiries and complaints.
3. Direct and supervise employees engaged in sales, taking inventory, reconciling cash receipts, or in performing services for customers.
4. Monitor sales activities to ensure that customers receive satisfactory service and quality goods.
5. Coach, counsel, recruit, train, and discipline employees.

COMPUTER LITERARY:

- Operating system
- Proficient in Microsoft Office, Internet, Email & Web, Networking Essentials.

ACADEMIC PROFILE:

Description	Institution	Year
a) <u>Master Of Business Administration</u> (Marketing)	University of Peshawar	2010

PROVEN SKILLS

- ✓ Keen analytical skills, interpersonal savvy, dexterous creativity, diversified exposure.
- ✓ Able to work individual & with Team.
- ✓ Market Research, Data Collection & Assessment.
- ✓ Flexible & Adaptable with Learning Ability.
- ✓ Strong Negotiation, Interpersonal skills, Communication & Presentation.
- ✓ Ability to meet deadlines & fulfill targets/given tasks.
- ✓ Ability to face challenges & lead.
- ✓ Problem analyzing and problem solving skills.
- ✓ Able to create a healthy work environment
- ✓ Confident, extroverted, receptive and persevering.
- ✓ Proficient in Official writing & etiquettes

OTHER RELAVENT INFORMATION

Hobbies and Interest : Traveling, Computer and Ps4 Games.
Informative : Movies & Internet Browsing.