

CURRICULUM VITAE

MUHAMMAD ZEESHAN



E-MAIL:

Muhammadzeeshan00770@gmail.com

MOBILE NO: +974-71828957

Personal Info:

- Date of Birth: 26-9-1984
- Marital Status: Married
- Nationality: Pakistani
- Languages: English Urdu, and Arabic basic.
- Current location: Doha, Qatar

AREAS OF EXPERTISE

- Customer Service Management
- Maximizing sales
- Competitor analysis
- Market analysis
- Customer Satisfaction
- Team Building and Training
- Customer service skills
- Good communication
- Good Presentation and excellent personal organization.
- Flexibility and punctuality.

EDUCATIONAL QUALIFICATIONS

- 2000 - (S.S.C) Technical Education, Pakistan.
- 2004 – (D.A.E) Auto & Diesel, Pakistan.

REFERENCES

Will be provided if needed.

Career Objective

To pursue a challenging career in a progressive environment where learning, innovation and creativity are encouraged, where my skills & knowledge can be enhanced to their maximum potential to contribute to the overall success and growth of the organization.

Self-Overview:

Extensive experience working in customer service and general public, Interface well with others at all levels of different nationalities. Caring and hard working with excellent interpersonal communication skills, Admin oriented, can easily adapt to pressure related works, and office support skills. MS Office, Excel and basic Internet Skills.

Work Experience Summary

SUN & SAND SPORTS W.L.L - BAHRAIN AL-SEEF MALL

Sales supervisor

(2015 to 2023)

- Ability to manage thing by using least resources.
- Inventory managing.
- Ability to work as a Merchandiser.
- Handling customer service.
- Support team members to ensure they achieve their individual sales target and make sure delegating work task in hand
- Facilitate day to date operations of the section to ensure store objectives are achieved
- Take initiative to train team member especially for the product knowledge of new arrival in store.
- Provide feedback to store management and to the operation on fast moving products to maximize sales opportunities
- Lead by example on the sales floor to ensure customer needs are met and ensure company policies is carried out

MASTER MOTOR CORPORATION PVT LTD, Karachi, Pakistan

Executive (Quality Assurance Department)

(2009 to 2014)

- To inspect OTS and Pilot lots of locally developed parts according to the AOS, manufacturing drawings and applicable standards. (Mitsubishi)
- To prepare dimensional inspection report of underdevelopment parts
- To check fitment / function of underdevelopment parts at assembly line Looking after customer service & promotion of various product.
- To prepare supply rejection and vendor feedback report

LAZER MOTORCYCLE PVT LTD- Karachi, Pakistan

Executive (Production Department)

(2004 to 2009)

- Monitor production to resolve issues
- Manage all Production staff personal and handle all issues relating to production concerns
- Monitoring the entire production process
- Check Packaging and getting finished products before Delivery
- Coordinating and reporting any issues to the Production manager
- Completing monthly/yearly production targets set by the Production Planner.
- Checking the stock on a regular basis and report any discrepancies.
- Ensuring the work station is clean at all time and free from any hazardous substances.

