



# NASIK ALI NAHEEM

## Leasing Agent

Currently working as a Leasing Agent for Golden Key Real Estate, Qatar. 10 years' experience in GCC retail customer service and Air Ticketing management. Focused on exceeding sales goals, driven to apply a strong work ethic and motivational skills to achieve targets, as well as employee and customer satisfaction.

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📍 Doha, Qatar

📅 18 July, 1992

## WORK EXPERIENCE

### LEASING AGENT

#### Golden Key Real Estate

06/2024 - Present,

Doha-Qatar

##### Achievements/Tasks

- Meeting with clients, taking them on tours of the units and highlighting the benefits of the units and property
- Handling incoming sales by phone, email, and online chat
- Maintains company's customer service and sales standards

### TRAVEL CONSULTANT

#### Navigator Travels and Tourism

04/2022 - 05/2024,

Doha-Qatar

##### Achievements/Tasks

- Books flight and other transportation arrangements as well as lodging and tours
- Excellent knowledge of travel software
- Superior knowledge of tourism-industry trends
- Great sales and marketing ability
- Ability to speak multiple languages

### CASH SUPERVISOR

#### Retail Global Fashion L.L.C, UAE

04/2018 - 05/2021,

Dubai - UAE

##### Achievements/Tasks

- Excellent supervisory, management, and inventory controlling.
- Maintain the best ABS, ATV & ASP and training the cashiers.
- Best record in mystery shopper & GC selling.
- CEM leaders in store & training the staffs for best customer engagement.
- Supervising cashiers, and baggers, Preparing and generating, and file financial reports, reviewing reports.

### TICKETING & RESERVATION SUPERVISOR

#### Gulf Ghaza Travels

01/2013 - 12/2017,

Doha-Qatar

##### Achievements/Tasks

- Prepare cost effective travel plans & provide excellent customer service.
- Handle all telephonic & walking enquiries.
- Ensure reservations are on correct date.
- Generated repeat business through exceptional customer service.
- Worked with the management team to implement the proper division of responsibilities.
- Resolved all customer complaints in a professional manner whilst prioritizing customer satisfaction.

## ACCOMPLISHMENTS

Qatar Driving License - 29214404948  
(05/2023 - 05/2028)

Managed and lead the team.  
Resolved ticketing issue through consumer testing.

Computer Proficiency Used MS Excel to develop an inventory tracking spreadsheet.

Exceeded the ABS & GC targets in every month in a row. Exceeded monthly sales goals in every month in a row.

## SKILLS

Multitasking

Time Management

Team Management

Store Operations

Business Development

MS Office Suite

Communication & Interpersonal

## CERTIFICATIONS

Successfully Completed Galileo Basic Reservation & Ticketing (2011)

Successfully Completed Amadeus Basic Reservation & Ticketing (2012)

## EDUCATION

### GCE Ordinary Level

Perathuveli Muslim Maha Vidyalayam,

Kanthale, Sri Lanka

### GCE Advance Level

Wijayarathnam Hindu Central College

Negombo, Sri Lanka

## LANGUAGES

English

Full Professional Proficiency

Arabic

Professional Working Proficiency

Hindi

Professional Working Proficiency

Tamil

Native or Bilingual Proficiency