





ALI RAZA

CONTACT INFO

 +97433411815

 alirazameer005@gmail.com

 Doha, Qatar

EDUCATION

♣ **BACHELOR OF COMMERCE (B.COM)**

University of Karachi, Pakistan

Graduated: 2021

♣ **INTERMEDIATE IN COMMERCE**

Board of Intermediate Education Karachi

Graduated: 2018

♣ **MATRICULATION IN SCIENCE**

Board of Secondary Education, Karachi

Graduated: 2014

SKILLS

- ♣ Real Estate Sales & Leasing
- ♣ Team Management & Leadership
- ♣ Client Relationship Building
- ♣ Sales Negotiation
- ♣ Market Research & Trend Analysis
- ♣ Business Development
- ♣ Video Editing/ Photography/Recording
- ♣ Computerized Accounting (Peachtree, Tally)
- ♣ MS Office (Word, Excel, PowerPoint, outlook)

CAREER OBJECTIVE

Motivated and results-driven Real Estate Professional with over 4 Years of experience in property consulting, sales, leasing, and client relationship management. Adept at team leadership, negotiation and market analysis, Eager to contribute my skills to a growth-oriented organization that values innovation and career development. I am a quick learner with excellent communication and customer service abilities, dedicated to achieving outstanding results.

PROFESSIONAL EXPERIENCE

Sales & Leasing Property Consultant

2023 – 2025

Just Real Estate – Doha Qatar

- ♣ Managing residential and commercial sales and rental deals.
- ♣ Assisting clients through property visits, documentation, and final transaction s.
- ♣ Maintaining professional client relations and closing high-value deals.
- ♣ Generating leads via online platforms and market research.

Property Consultant

2022 - 2023

Hawk Land Properties LLC – UAE

- ♣ Oversaw sales operations and led a small team in marketing campaigns.
- ♣ Organized client meetings and handled end-to-end deal processing.
- ♣ Created promotional strategies for new property launches and projects.
- ♣ Developed lang-term relationships with individual and corporate clients.

LANGUAGES

- ♣ English (Excellent)
- ♣ Urdu (Native)
- ♣ Arabic (Good)

HOBBIES

- ♣ Fitness/Gymnastic
- ♣ Traveling
- ♣ Reading Newspaper
- ♣ Cricket

Client Service Officer

2021 - 2022

Air Sea International Immigration

UAE, Abu Dhabi

- ♣ Handled client onboarding, conducted interviews, and verified documentation.
- ♣ Assisted eligibility for information programs and provided professional consultation.

Responded to customer inquiries via calls and emails, maintaining accurate records.

Customer Service Representative

2018 – 2019

Arena Gaming Zone

Karachi, Pakistan

- ♣ Provided gaming support and resolved customer issues promptly.
- ♣ Educated users on gameplay, Product information and technical troubleshooting.

TECHNICAL PROFICIENCY

- ♣ CRM System & Property Management Tools
- ♣ Accounting Software: Peachtree, Tally
- ♣ MS Office Suite: MS Word, MS Excel, MS PowerPoint, Outlook
- ♣ Social Media & Digital Marketing Basis