



UMAIR TAHIR

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SKILLS

PRESENTATION SKILLS

CUSTOMER SERVICE

COMMUNICATION SKILLS

MICROSOFT OFFICE

ORGANIZATIONAL SKILLS

ABILITY TO WORK UNDER PRESSURE
AND GIVEN DEADLINES

LEADING THROUGH SELF-ACTION

PROBLEM SOLVING

FINANCIAL ANALYSIS, PLANNING &
CONTROL

LEADERSHIP

DECISION MAKING

SALES AND MARKETING

INVENTING IDEAS TO OPTIMIZE
RESOURCES

CASH HANDLING

ADMINISTRATIVE EXPERIENCE

ADAPTABILITY TO NEW
ENVIRONMENT

LANGUAGES

ENGLISH

URDU, HINDI

BASIC ARABIC

DRIVING LICENSE

Driving license category
QATAR DRIVING LICENSE

PERSONAL DETAILS

Date of birth
31 Aug 1989

Nationality
Pakistani

Visa status
Freelance vissa

Marital status
Married

WORK EXPERIENCE

**CITI BANK-ABU
DHABI**
Abu Dhabi
Apr 2023 - Jul 2024

Sales Manager

- Manage and maintain a portfolio of clients, ensuring high levels of satisfaction and loyalty.
- Dealing with major customers with the help of Senior Manager.
- Developing sales strategies and setting targets.
- Facilitate educational workshops and seminars for clients on relevant topics, enhancing the value provided to clients and positioning the company as a thought leader.
- Collaborate with the marketing team to create targeted campaigns for different segments of the client base, increasing engagement and loyalty
- Analyze customer feedback and collaborate with the product

**FINTREK
MARKETING
(CHANEL PARTNER
OF EMIRATES
ISLAMIC BANK)**
Dubai
May 2021 - Apr 2023

Relationship Officer

- A credit card sales job involves marketing and selling credit card to customers.
- As a relationship officer i am getting generate leads, making sales calls continuously updating our CRM database and meeting targets.
- Understand where the client is coming from; ask their credit card history and outstanding EMI.
- Analyzing and managing sales figure.
- Collecting market research and customer feedback in identifying problem.
- Developing sales strategies and setting targets.

**AL KABAB AL
AFGHANI
RESTAURANT LLC
(GROUP OF
RESTAURANT)**
Dubai
Jun 2018 - Nov 2020

Manager

- Responsibility includes visit daily advertising companies daily and discusses the strategies to enhance business.
- Monitor all accounts in my area.
- Weekly season in which found out all the critical issues which has been faced by the walking customers in the different branches.
- Weekly engagement with the suppliers and advertisers.
- Pro-actively working for the resolution of the customer in the different branches.
- Responsible to conduct weekly sales training responsibility includes visits to different companies to yield more business.

EDUCATION

ABBOTTABAD
Abbottabad

Intermediate & Secondary Education

**AA HAMILTON
COLLEGE - LONDON,
GREATER LONDON**
London

Level 3 in Businesses management