



Farrukh Aijaz

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📍 Building-5, Villa-3, Street 906, Zone 40, New Salata Doha

Profile

Results driven Sales & Marketing professional with a proven track record in enhancing brand visibility, generating leads, and driving customer engagement. Skilled in marketing strategy, retail operations, inventory management, and cross-functional teamwork. A strong communicator with a creative and adaptable mindset, focused on delivering growth and outstanding customer service.

Employment

Sales Executive Oct 2023 - Present

Texas Global Events & Marketing, Doha-Qatar

- Cultivate and maintain robust client relationships to precisely identify and address social media marketing needs.
- Strategically execute sales initiatives to consistently exceed revenue targets.
- Conduct comprehensive market analysis to stay informed of industry trends, competitive activities, and client preferences.
- Collaborate with marketing teams to align sales strategies with ongoing campaigns and promotions.
- Deliver detailed account reports and performance updates to the CEO, showcasing key metrics and sales activities.
- Oversee customer accounts, ensuring exceptional service and fulfillment of client needs.

Retail Store Supervisor Apr 2019 - Sep 2023

Airlink Communication Pvt. Limited, Karachi-Pakistan

- Optimize daily store operations for enhanced efficiency and productivity.
- Assist in recruiting and onboarding new team members.
- Oversee inventory management and implement effective stock control measures to minimize losses and ensure product availability.
- Elevate the store's visual appeal by implementing compelling merchandising standards to attract and engage customers.
- Ensure store compliance with company policies, safety regulations, and cleanliness standards.
- Support the Store Manager in executing promotions, visual merchandising, and seasonal campaigns.

Retail Sales Person Jul 2014 - Mar 2019

MobileZone, Karachi-Pakistan

- Assisted customers in selecting mobile devices based on needs, preferences, and budget, ensuring high customer satisfaction.
- Maintained in-depth knowledge of the latest mobile phones, accessories, features, and promotions to provide accurate product information.
- Handled cash, card, and digital payments accurately while maintaining

Skills

ERP User (ORACLE & MS DYNAMICS)

Cash Handling

Customer Services

Retail Management

Microsoft Applications

Marketing

Inventory Management

Adaptability

Communications

Team Leadership

Client Relationship Management

Stock Control

Multi Tasking

Problem Solving

Languages

English

Urdu

Hindi

daily sales records.

- Ensured the sales counter was clean, organized, and aligned with brand guidelines.
- Addressed customer complaints promptly and professionally to maintain service quality.

Front Desk Receptionist

Mar 2011 - Jun 2014

The Aga Khan University Hospital, Karachi-Pakistan

- Address patient concerns and complaints with professionalism and calm, ensuring issues are escalated appropriately.
- Uphold clinic policies and procedures, prioritizing patient confidentiality and adherence to JCIA standards.
- Efficiently manage appointment schedules, including booking, rescheduling, and cancellations to optimize clinic operations.
- Answer phone calls promptly, schedule appointments, and handle inquiries with courtesy and efficiency.
- Address all queries related to patients insurance and billing.

Warehouse Incharge

May 2009 - Sep 2010

Mobile Zone, Karachi-Pakistan

- Streamlined the receipt, storage, and distribution of mobile phones and accessories to optimize operational efficiency.
- Enhanced warehouse organization, cleanliness, and safety standards through effective daily management.
- Conducted regular safety inspections, proactively implementing corrective measures to mitigate risks.
- Expertly resolved discrepancies and issues related to inventory and shipments to maintain accuracy and reliability.

Education

Diploma In Hotel Management

Jan 2014 - Jan 2016

Pakistan Institute Of Tourism & Hotel Management, Karachi-Pakistan

- Comprehensive study of hospitality industry operations, including front office, housekeeping, food and beverage management.
- Developed expertise in customer relationship management to enhance guest satisfaction and loyalty.
- Understanding of health, safety, and sanitation standards relevant to hotel and food service environments.

Intermediate (HSSC)

Mar 1997 - May 1998

Government College Nazimabad, Karachi-Pakistan

Courses

Practical Document Control Management

Apr 2025

Essential of Document Control Management

Apr 2025

Hotel Management

Jun 2016

Opera Front Office

Mar 2016