

Abrar ASGHAR

Contact: +971565508740



Email: sardarabrar63@gmail.com

Visa status: Employment



CAREER OBJECTIVE:

To contribute towards the growth and development of a dynamic organization where there are ample opportunities to grow both professionally and personally and where I can utilize my skills and experience efficiently and effectively.

CAREER PROFILE/SKILLS

- Strong verbal and written communication skills
- I have the ability to manage my time both effectively and efficiently by prioritizing my tasks
- Punctual and accurate working performance
- High Level Analytical Aptitude
- Hard working and enthusiastic characteristic
- Effective compliance to SOP and control Like to work as team player
- Relationship Management & Positivity and cool mind

PROFESSIONAL WORK EXPERIENCE:

Organization: Emirates NBD PJSC

Tenure Feb 2019 till now

Designation: Sale Executive



Responsibilities:

- Acting as a bridge between the company and its customers
- Building and maintaining relationships with clients and key personnel within customer companies.
- Conducting business reviews to ensure clients are satisfied with their products and services.
- Alerting the sales team to opportunities for further sales with key clients.
- Letting customers know about other products the company offers.
- Attending meetings with clients to build relationships with existing accounts.
- Achieving client relationship targets
- Working closely with Account Managers and Sales Consultants.
- Escalating and resolving areas of concern.

Achievement:

- Highest Sales achievement award in the months of March 2019.

Organization**Paradise Complex (PVT)****Tenure:****Feb 2016 -Jan 2018****Designation:****Sale Supervisor****Responsibilities:**

- Understand customer needs and offer solutions and support
- Organize and coordinate sales representatives schedule
- Receive and report on all sales leads
- Supervise sales representatives and assistants
- Answer potential customer questions and follow-up call questions
- Track weekly, monthly, and quarterly performance and sales metrics
- Increased customers' interest in new product lines by successfully generating ideas for sales contests Increasing the loyalty or satisfaction of existing customers
- Solving a problem or challenge

Achievement:

- Increased sale Revenue 15% in two year
- Successfully met self and company sales targets by 100% between the years 2016 and 2018
- Consistently maintained sales volumes, product mixes, and selling prices by keeping current with supply and demand and changing market trends
- Developed and implemented a sales forecast system, that dynamically calculated future sales and constraints
- Increased customers' interest in new product lines by successfully generating ideas for sales contests Increasing the loyalty or satisfaction of existing customers
- Solving a problem or challenge

Organization:**Ufone Telecom- PTML****(Telecommuting Company)****Tenure:****Feb 2018-December 2018****Designation:****Call Centre Executive****Responsibilities:**

- Obtains client information by answering telephone calls; interviewing clients, verifying information.
- Determines eligibility by comparing client information to requirements.
- Establishes policies by entering client information; confirming pricing.
- Informs clients by explaining procedures; answering questions; providing information.
- Accomplishes sales and organization mission by completing related results as needed.
- Managing large amounts of inbound and outbound calls in a timely manner.
- Identifying customers, needs, clarify information research every issue and providing solution.

ACADEMIC EDUCATION:

<u>DEGREE/CERTIFICATION</u>	<u>UNIVERSITY</u>	<u>YEAR</u>
Master of Business Administration	University of Haripur	2016
Bachelor of Commerce	university of Azad Jammu and Kashmir	2011

PROJECT AND THESES:

- **Impact of self-congruency, customer involvement and perceived Quality on brand loyalty.**

CERTIFICATION/ ADDITIONAL SKILLS:

- **MS Office** (All versions, esp. MS Word, MS Power Point and MS Excel)
- **MS Excel** (MS Formulae, Presentations w.r.t. Analyses)

TRAININGS & WORKSHOPS:

- **Visionary leadership** Year - 2017
- **Excel GURU Training** Year – 2015
- **Learning enterprises organization Ltd in collaboration with the instituted of mind science.**

PERSONAL INFORMATION:

Father's Name : **Muhammad**
Asghar khan **Date of Birth** : **06-09-1992**
Driving License : **In process**

REFERENCE:

Reference will be furnished on demand.