

**FATHER'S NAME**

Khalid Hussain

DATE OF BIRTH

26th June 1994

MARITAL STATUS

Single

MOBILE

054-352-1048

VISA STATUS

Freelance Visa
(Own)

ADDRESS

Mai-Tower
Al-Nahda 1
DUBAI, UAE

E-MAIL

Omais_hussain@outlook.com

LANGUAGES

Urdu
English

INTERESTS

Internet Surfing
Movies
News
Meeting people
Playing cricket
Swimming

Omais Hussain

PROFILE

An effective natural communicator with excellent interpersonal skills developed with a customer-focused industry. Dynamic and active with a challenging within professional with more than seven years combined experience in sales and marketing for the corporate industry.

EDUCATION**Intermediate (Commerce)**

Board of Higher Education Karachi Pakistan. (2017)

Matriculation (Science)

Board of Secondary Education Karachi Pakistan. (2015)

OTHER EDUCATION**Foundation – 1**

(2016)

Institute of Cost & Management Accountants of Pakistan

ADDITIONAL CERTIFICATES / SKILLS

- IELTS (5.5 Band)
- Computerized Accounting
- Peach Tree
- Book Keeping
- Ms. Office
 - Ms. Word
 - Ms. Excel
 - Ms. Power Point
- Internet Browsing
- Computer Technician
- Good Communication Skills

PROFESSIONAL EXPERIENCE

01 Year **CEVA LOGISTICS**

“PS Problem Solver” DUBAI UAE**Responsibilities**

- Generate leads and cold call prospective customers
- Supervising warehouse staff and daily activities
- Managing, evaluating and reporting on warehouse productivity.
- Tracking and coordinating the receipt, storage, and timely delivery of goods and materials.
- Ordering supplies and maintaining suitable inventory levels.
- Checking orders, bills, items received, inventory, and deliveries for accuracy.
- Maintaining records, reporting relevant information, and preparing any necessary documentation.
- Ensuring basic maintenance standards and compliance with health and safety regulations.
- Performing a daily inspection of the warehouse grounds.
- Coordinating and maintaining fleets and equipment.
- Communicating and coordinating with other departments and customers.

06 Months

JARASO EDUCATION INSTITUTE

“Admin & Sales” DUBAI UAE

Responsibilities

- Generate leads and cold call prospective customers
- Understand the needs of your customers and be able to respond effectively with a plan of how to meet these.
- Work strategically carrying out necessary planning in order implement operational changes.
- Resolve customer complaints via phone, email or social media
- Use telephone to reach out to customers and verify account information.
- Cancel or upgrade accounts.
- Assist or upgrade accounts.
- Assist with placement of orders, refunds, or exchanges
- Seek out the appropriate contact in an organization.

01 Year

Rayna Destination Management LLC (B2B Tour Operator Consultant) DUBAI UAE

Responsibilities

- Receive calls with greetings and provide info regarding tour query.
- Research various destinations and means of travel regarding prices, customs, weather conditions, reviews etc.
- Diagnose the clients’ specifications and wishes and suggest suitable Travel packages or services.
- Use promotional techniques and prepare promotional materials to sell itinerary tour packages.
- Maintain relationships with key persons.
- Take and process orders in an accurate manner
- Keep records of calls and sales and note useful information
- Handle grievances to preserve the company’s reputation
- Go the “extra mile” to meet sales quota and facilitate future sales
- Attend conferences to maintain familiarity with tourism trends.

01 Year

ORBEX MEDIA HOUSE “Sales & Marketing Executive” Karachi Pakistan

Responsibilities

- Develop strategies and tactics to get the word out about our company and drive qualified traffic to our front door.
- Deploy successful marketing campaigns and own their implementation from ideation to execution.
- Experiment with a variety of organic and paid acquisition channels like content creation, content curation , pay per click campaigns, event management, publicity, social media, lead generation campaigns, copywriting, performance analysis.
- Produce valuable and engaging content for our website and blog that attracts and converts our target groups.
- Build strategic relationships and partner with key industry players, agencies and vendors.
- Prepare and monitor the marketing budget on a quarterly and annual basis and allocate funds wisely.
- Oversee and approve marketing.

2 Years

HELIUM PVT LTD (Procter & Gamble)
“Supervision”

Karachi Pakistan

Responsibilities

- Coordinate project management activities, resources, equipment and information
- Liaise with clients to identify and define project requirements, scope and objectives
- Make certain that clients’ needs are met as the project evolves
- Help prepare project proposals, timeframes, schedule and budget
- Monitor and track project progress and handle any issues that arise
- Issue all appropriate legal paperwork
- Report and escalate to management as needed
- Create and maintain comprehensive project documentation, plans and report

01 Years

SILK BANK “Relationship Officer”

Karachi Pakistan

Responsibilities

- Collaborate with private banker to assist clients in accomplishing wealth management objectives.
- Develop and maintain professional understanding of customer base to assist banker deeping current relationship.
- Perform as key contact for selected customer relationships under banker guidance.
- Initiate apt activities to ensure on time and scheduled response to customers.
- Ensure to alert banker with respect to any delays along with potential issues.

ADDITIONAL SALES AND MARKETING EXPERIENCE

01 Year

Brands Events & Activation

- Coke Studio (Event)
- Mobilink (Activation)
- Telenor (Event)
- Sprite 3G (Activation)
- Nokia (Event)
- Samsung (Activation)
- Huawei (Event)
- Gillette (Activation & Event)
- Naya Nazmabad (Event)
- Marlboro (Event)