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| E:\family pics\IMG-20160220-WA0052.jpg MAZHAR MEHMOOD **Al qusais dubai.**  **Mazhar56us@gmail.com, 00971554404635**  **IMMEDATE JOIN** ABOUT ME Seeking a challenging position in a growth oriental organization that provide me opperchunaties to utilize and enhance my skills and business knowledge in that field o sales marketing, customer service, business development and public relation. AREA OF EXPERTISE Cold Calling  Tele Sales  Retail Sales  Customer Service  Customer Focus  Sales Coordination  Sales Team manage  Consumer Banking  Sales Strategy SKILLs Self-Motivated  Target driven  Initiative  Articulate  Influencing Skills Language ENGLISH  HINDI  PUNJABI PERSONAL INFORMATION **MAZHAR MEHMOOD**  **D.O.B,18/09/1980**  **MARITAL STATUS,MARRIED**  **NATIONALTY,PAKISTANI**  **VISA STATUS,EMPLOYEEMENT**  **EMAIL,mazhar56us@gmail.com**  **CONTACT,00971554404635** | MAZHAR MEHMOOD  **BUSINESS DEVELOPMENT EXECUTIVE** EXPERIENCE **BURAQ DELIVERY SERVICES LLC (12.2020-5.2021)**  **Collect parcel to ware house and dustribute every day.**  **Collect cash and deposit ware house.**  **Return the parcel if wrong address or customer not available and update the systems.**  **Every day return to ware house once the parcel finish and report supervisor.**  **BUSINESS DEVELOPMENT EXECUTIVE (2017/06-2020/10)**  **AL NAYAB CONTRACTING LLC**   * Every months update company documents on labor and immigration dept. * Old and new employees apply visa in lab our and immigration. * Find new projects and make the agreement. * Follow up the client till end the project. * Everyday arrange meeting new clients. * Occupied the labor on side daily bases as per client requirement   **SENIOR SALES EXECUTIVE (2014/01-2016/11)**  **ASEEL ISLAMIC FINANCE**   * Deal in small medium enterprises loans and corporate loans. * Maintaining portfolio of individually. * Reporting to Relationship manager. * Daily forwarding and discrepant resolving. * Providing excellent customer service after sales.   **SENIOR SALES EXECUTIVE (2012/02-2013-12)**  **EMIRATES ISLAMIC BANK**   * Deal in multi products. Personal loan, credit card, small medium enterprises loans. * Maintaining portfolio of individually. * Reporting to team manager. * Daily forwarding and discrepant resolving. * Deal in multi products. Credit card. Auto loan, personal loan. * Providing excellent customer service.   **SENIOR RELATIONSHIP OFFICER (2009/01-2010/11)**  **DUNIA FINANCE LLC**   * Maintaining portfolio of individually and all branches. * Reporting to Branch Manager and Area sales manager. * Daily forwarding and discrepant resolving. * Maintaining hiring and reporting to Branch Manager. * Deal in multi products. Credit card. Auto loan, personal loan, fixes deposits.O.D facility and commercial vehicle. * Providing excellent customer service and after sales care.   **RELATIONSHIP MANAGER (2004/12-2008/08)**  **UNITED BANK LIMITED PAK**   * Deals in personal Loan, credit card, auto loan. * Maintaining portfolio of individually and all team. * Reporting to Relationship Manager and Regional Sales Head. * Maintaining approval rate in line with the sales targets set by my supervisor. * Daily forwarding and discrepant resolving. * Maintaining MIS of loans booked in a particular month for a team of 15 R.O and * Updating the same to Relationship Manager and Regional Sales Head. * Maintaining a good relationship with cross-functional team members in credit. * Achieving monthly sales targets set by the management. * Maintaining a strong relationship with customers in order to get repeat sales and lead  EDUCATION **Bachelor of Arts**   * Karachi University, Karachi, Pakistan * July 2004, * 2ND Division   **Intermediate**   * Sun Patrick Government College, Karachi, Pakistan * December 2001 * 2ND Division   **Metric**   * Pakistan Navy School, Karachi, Pakistan * July1998 * 2ND Division   **SHORT COURSES**   * Diploma in Information Technology for one year since 2001. * English Language Course.    INTREST  * Playing cricket * Swimming. * Traveling    REFERENCES  * **References are available on request.** |
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