

Curriculum Vitae

MOHSIN AHMED LODHI

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OBJECTIVE:-

Aiming to expand my career through an opportunity, which provides me with the enthusiasm and challenge to achieve my ambitions and improve my skills in a growing environment.

PERSONAL INFORMATION:-

Fathers Name	:	Shakoor Ahmed Lodhi
Date of Birth	:	24 th February, 1991
Driving License	:	GCC Holder (UAE)
CNIC	:	42101-3626340-9
Passport No	:	AE 8443402
Marital Status	:	Married
Religion	:	Islam
Nationality	:	Pakistani

SKILLS:-

- ✓ Excellent customer service
- ✓ Excellent public dealing and convincing ability.
- ✓ Ability to work under pressure.
- ✓ Excellent communication skills.
- ✓ Computer literacy.

EXPERIENCE with Job Description:-

● Chase up (Karachi) as salesman (august 2020 till date)

- ✓ Welcoming customers along with guiding them about size n price according to their need.
- ✓ Maintaining appropriate stock on hanging sites.
- ✓ Receiving n checking ISTs under supervision of department head.
- ✓ Maintaining BnG site in ware house
- ✓ Making sure presence of hard tags
- ✓ Maintaining daily time sheets.

Classic luxury transport company as “driving Supervisor” posted at Sheraton Creek Dubai hotel (August 2016- july 2018)

- ✓ Picking up the hotel’s guest from airport giving them complete luxury traveling services.
- ✓ Guiding guest for all picnic places, sight view along Dubai
- ✓ Attaining guest needs, and handle guest inquiries in a helpful and attentive manner.
- ✓ Provide customers with the latest information about all transportation facilities.
- ✓ Managing complete transportation of Sheraton creek Dubai.
- ✓ Approaching hotel’s guest if any travelling service they need.
- ✓ Dropping off guest from hotel to airport.
- ✓ Arranging city tours, Dubai, Abu Dhabi etc.
- ✓ Taking personal responsibility for ensuring all issues about guest satisfaction are met.
- ✓ Suggesting alternatives that meet guest needs in enjoying their experience.
- ✓ Making guest travelling voucher for drivers, company and hotel.
- ✓ Maintaining daily trips records.

- **Burj Park Management(Dubai) as “Assistant Supervisor” (August 2014- June 2016):**

- ✓ Assist in all management and supervision of all official work done by supervisor.
- ✓ Check and manage all parking floors and location.
- ✓ Operate POF machine (paid machine).
- ✓ Operate all automatic terminals and resolve manually if any problem.
- ✓ Operate control room if operator is not available.
- ✓ Cash responsibility: withdrawing and depositing cash of company.

- **Aga khan Hospital, security department(Karachi as assistant supervisor cum driver, Cash and security (May 2012-June 2014):**

- ✓ Check all security points.
- ✓ Collect and handle cash from all units and sub units
- ✓ Generating and maintain pay roll
- ✓ Supervise cash transaction

- **KIDS Corner(Karachi) as salesman cum owner (2010-2012)**

- ✓ Purchasing kids garments from wholesales market
- ✓ Sell all purchased item in shop.
- ✓ Helping out customers in selection of size and materials.
- ✓ Sell all purchased item in shop.
- ✓ Maintain all records of purchased and sold item.
- ✓ Maintain all needs and requirements of the shop.
- ✓ Dealing payments and maintain account records.

- **Stylish Garment as trainee salesman (2008-2010)**

- ✓ Sell all item available on shop
- ✓ Maintain cleanliness of shop
- ✓ Display item available on shop

ACADEMIC QUALIFICATION:-

- ☒ **Intermediate** (Humanities Regular) from Board of Higher Education, Hyderabad.
- ☒ **Matriculation** (Science) from Board of Secondary Education, Karachi.

LANGUAGES:-

- English
- Urdu

COMPUTER QUALIFICATION:-

- Ms-Office
- Internet
- Computer Hardware Diploma from TTC.

REFERENCE:-

- Will be furnished upon request.